

Minutes of the Annual General Meeting held at 2.10 PM on 10 April 2011 at Navnat Centre, Hayes

1. The meeting commenced with prayers and silence was observed for the peace of departed souls.
2. President, Bhupendra J Shah (BJS) read his annual report (as posted on our website) highlighting that the EC had worked constructively with clarity and transparency. He went on to praise members of the EC, affiliates and individuals in the wider community who had supported NVA throughout the year. He announced that members who wished to raise issues would be given an opportunity as usual as per the agenda but were respectfully requested to note down their queries and views on cards being provided.

3. **Minutes of the 2010 AGM**

These were taken as read having been published on the website.

4. **Matters arising were:**

- i. Ashwin Sheth: Corrections regarding his comments on the consolidated accounts were read out.
- ii. Chandrakant Shah: advised that Grievance Committee's functions & protocol be set out clearly.

The minutes were approved unanimously - proposed by Jeetendra Mehta and seconded by Surendra Mehta.

5. **Acting Secretary's Annual Report**

The Acting Secretary, Dipak Shah read his annual report, as published on our website.

Matters arising:

- a) BT Shah: asked if the minutes were being recorded and was informed that they weren't as written notes being made would be adequate and long recordings proved to be time-consuming.

6. **Accounts**

The treasurer, Ramesh Shah presented the audited accounts for the year to 31 December 2010 for adoption. He mentioned that a small adjustment of £585 for exchange differences on the Indian Rupee account had been made since publication of the management accounts. He thanked Jayesh Doshi for assisting the EC with the administration of the Jiv Daya Fund and managing the new rules affecting donations in India.

Matters arising were:

- i. BT Shah asked why accounts for NYA were not consolidated whilst it was shown as being affiliated. It was explained that this was for historical reasons. Other members including Surekha Mehta-Shah and Jayant Doshi confirmed that it had a separate constitution and was affiliated due to support from and working mainly under the NVA banner, having been founded by NVA.
- ii. Amit Lathia: where was Sports Fund in last year's accounts shown – consolidated with general fund.
- iii. Surendra Mehta: change of year end date: this had been postponed to allow consultation with affiliates.
- iv. Electricity costs had gone up after actual meter readings and default rate being applied since purchase.
- v. BT Shah raised the following queries:
 - (a) Investments of £508,152 and additions thereto of £144,529 were explained as being treasury deposit accounts and transfers during year.
 - (b) Hall had been hired out for between 30 to 40 times in the year,
 - (c) Gift aid was accounted for on receivable basis with o/s amounts shown in debtors.
 - (d) Accounts were prepared on an accruals basis, this being the requirement for larger charities.
 - (e) Salaries had increased due to full-time caretaker and increase in casual wages for cleaning, book-keeping, event assistance and kitchen helpers, especially for Friday Club. This also explained the average of eight employees mentioned, which includes part-timers.

7. The accounts were adopted by a majority - proposed by Praful Shah and seconded by Saroj Varia. Ashvin Sheth expressed his opposition as, in his view, consolidation was not necessary.

8. Board of Trustees Report

Mr Vipin Mithani, chairman of the BoT gave his report stating that trustees had met several times during the year and one of their members, by rotation had attended most EC meetings as observers and advisors. He thanked the retiring members, Kanak Juthani and Rashmi Patel for their long and dedicated service and looked forward to welcoming the two new trustees who would be replacing them.

9. Amendments to the constitution

Nitin Parekh briefly explained the need for members' approval of the following amendments as circulated in the Notice for the AGM:

- a) As advised by the Charity Commission, the EC proposes to make following amendments to our constitution which was adopted on 19th July 2009.
 - i) **Clause 2(a) (iii):** remove “.and especially the annual and life members of the Association.”
 - ii) **Clause 2(c) and 2(d): Remove** both the clauses.
 - iii) **Clause 16:** Delete the Clause as it duplicates the provisions of clause 15(o).

The amendments were unanimously approved.

10. Announcement of two New Trustees

Two new trustees, as recommended by the EC, Mr Dhirajlal Parekh and Mr Mayur Sanghvi, were duly appointed by members at the AGM.

11. Recommendations to Incoming Committee

The acting secretary read these out as follows, including those to be given priority in 2011/12, as per the president's report, explaining that some of the recommendations had been discussed at a recently held meeting of all affiliates:

- (a) Introduce CCTV, sound limiter and IT classes.
- (b) Improve car park.
- (c) Progress the incorporation of NVA.
- (d) Kitchen to be refurbished and redesigned.
- (e) Hold a meeting between EC and affiliated bodies early in the new term.
- (f) Form a think tank with special emphasis on building of Mandir/Derasar; kids' play area; outdoor sports; permanent marquee; improve attendance/instil sense of belonging in the younger generation etc.
- (g) Disabled access to dining area from main hall.
- (h) Update website and allied activities.
- (i) Advertising and marketing of Navnat Centre.
- (j) Health & Safety issues to be looked into.
- (k) Structured building maintenance to be carried out.
- (l) Asset Register to be prepared and maintained by the Treasurer.
- (m) Make better use of our volunteer force.
- (n) Name the halls and rooms as appropriate.
- (o) Plan ahead for graduation ceremony.
- (p) Improve proof-reading of Darpan/improve balance between Gujarati/English and carry on with distribution of hard copies.
- (q) Introduce special privileges for members.

12. Questions and Answers from the Floor

- a) Jayantibhai Sheth asked why Ucchhavani income was split equally between building project and Jiv Daya: President explained that a five year period had been set so as to build funds for emergencies.
- b) Has heating in hall been resolved: system was repaired and needed further testing for Air/Con.
- c) Ketan Adani – Bridge Club appears to be paying same hire charge year on year: due to many factors.
- d) Dhiru Galani – progress on badminton club revival – meeting has been requested with key players.
- e) BT Shah:
 - i) 20 year plaque had been removed – EC decision made after consultation with parties involved, to avoid ambiguity.
 - ii) Mailing address on front page of Darpan – this was a ‘care of’ address, to satisfy Indian P.O. rules.
 - iii) Mahavir Janma Kalyanak – no mention of NVA in Darpan or leaflet – due to no major input.
 - iv) Progress on Subhash Bakhai’s case – Paresh Mehta, the co-ordinator read out statement to the effect that no comment could be made as matter was under legal jurisdiction.
 - v) Affiliates should be charged hall hire fees for ticket paid functions – under constant review.
- f) Jeetendra Mehta: Resignation of a key elected member may be for personal reasons but should be disclosed to members soon after it occurs.
- g) NVBS - Charges for paid functions and for Darpan should be reviewed in line with other affiliates.
- h) Surekha Mehta-Shah: her old membership number had not been updated to the new list.
- i) Chandrakant Mehta: Opening hours for Mandir should be published in Darpan – mentioned on sign outside reception area.
- j) Dhiru Galani: The written Q&A system was inhibitive and members should be allowed a free flow from the floor on this one day of the year.
- k) Nalin Udani: lottery generated sports fund should be put to good use for the purpose – this was in pipeline in mezzanine floor of sports hall and badminton being re-introduced in main hall.
- l) David Holden: EC should look into obtaining grants for development of sports fields.
- m) Print Darpan in UK through an NVA/community member.

13. Affiliates’ and Subsidiary Bodies’ Reports by their respective Presidents/Office Bearers

Ushaben Shah, Amit Lathia, Praful Shah, Surendra Mehta & Girish Mehta presented their annual reports on behalf of NVBS, NYA, NBC, NVM and NGS respectively. Highlights & matters arising were:

- (1) NVBS had less outings due to busy calendar and competition, had arranged a spa outing and honoured Sakkuben Sheth for her assistance
- (2) NYA had arranged their regular dinner/dance and a picnic for youngsters to attract membership.
- (3) NVM boasted a membership of 253 with 20 on the waiting list; email database of 188 had been established and website was being used to good effect. They had organised day trips, regular yoga classes by Surbhiben Khona; enjoyed good rapport with NVK, participated in the NVA main events and thanked the kitchen committee for their total support.
- (4) NBC membership stood at 140 at present, with capacity to increase membership in the Wednesday Group; not just a bridge club and members enjoyed socialising; celebrating 10th anniversary; 85% attendance at club’s AGM; Chetan Parekh, committee member was planning a trekking trip in Nepal in aid of NVA and cancer research charities.
- (5) NGS had 50 members, including 6 ladies, in its fourth year of existence; arranged trip abroad at La Manga where 20 members plus 6 non-playing guests attended and at other UK clubs at Oxford/Celtic Manor etc.; played against other clubs, where members came 3rd and 2nd and a lady member was ranked 12th out of 40 at the UK Ladies event.
- (6) Roopalben Punater mentioned the success of the Mahavir Janma Kalyanak, Panch Kalyanak and Aasthaprakar Pujas at various times during the year.
- (7) Nemish Mehta, NVA’s webmaster and other supporters were appreciated for disseminating community news and information.

14. Any Other Business

1. Ela Shah: New committee should look into grants and funding for sports.
2. Jeetendra Mehta: Congratulated the committee for handling all the issues from building to other activities on a professional basis.

3. Manhar Mehta informed AGM of the forthcoming NCVA health seminar ; IoJ family Day at British Library; day trip to Jain Temple in Leicester and Puja to be held at Jain Centre, Colindale.

15. Vote of Thanks and Re-appointment of Honorary Auditors and Solicitors

The proposals to re-appoint PSJ Alexander as Auditors and Paresh Gandhi as Solicitors were duly approved and a vote of thanks proposed unanimously to appreciate their donated services.

Special appreciation was made of Paresh Gandhi who was emigrating to Australia shortly; and members joined EC in wishing him and his family all the best for the future. His firm would be replaced with a suitable replacement in due course.

16. Appointment of Independent Chairperson for Election of incoming EC

Vipin Mithani (VM), chairman of the BoT was invited to the chair to conduct the proceedings.

17. Dissolution of 2010 EC and Election of 2011 EC

VM declared the 2010 EC dissolved and Prafulbhai Shah proposed a vote of thanks to the outgoing EC.

With the exception of the Treasurer and Assistant treasurer, whose nominations were received from the floor, all other nominations had been received by post. There being no further nominations for the vacant positions, election of the following office bearers and committee members was announced by the chair:

President	Bhupendra Shah
Vice-President	Paresh Mehta
Secretary	Dhiru Galani
Joint-Secretary	Dipak Shah
Treasurer	Ramesh Shah
Assistant-Treasurer	Ketan Jashapara
Hall Secretary	Bharat Parekh
Membership Secretary	Nitin Parekh
Committee:	Kirit Batavia
	Sangeeta Bavisha
	Hasmita Doshi
	Mahendra Kothary
	Nemish Mehta
	Roopal Punater
	Sakuntala Sheth

The meeting was concluded at 6.30 PM and the independent chairperson, Vipin Mithani and his colleagues thank for their assistance.

Bhupendra Shah
President

Dhiru Galani
General Secretary