

1. The meeting commenced with prayers and two minutes silence was observed for the peace of departed souls and world peace.

2. **President's Report:** Dhuru Galani, in his address, thanked all volunteers who were giving their support selflessly. He went on to thank the EC members with their personal expertise and specialisms and also the non-EC co-ordinators for their input in various events and projects:

- 1) Bhupendra Shah – Paryushan festival with Pujya Sadhviji Shilapiji; Jayesh Doshi – VAT registration for required following increase in car park income, now approaching £99,000 –this will increase administration work for all the treasurers; Jay Bhuva – leading the incorporation committee; Kruti Varia – Playground Project – we have shortlisted one out of three companies and the EC had earmarked an area opposite and behind the hedge facing the dining room area; Jayesh Kothari – Jiv Daya Committee; Ramesh Shah – Janmashtmi Mela; Bhogibhai Sanghvi – Laxmi Pujan; Board of Trustees for valuable support and advice - The EC had decided to extend Lalubhai Parekh's five year term by one year; Ketan Mehta has consented and the EC has decided to appoint him to replace the retiring trustee this year. Mayur Sanghvi is retiring after 5 years in the BoT. He introduced something new to the Association in each of his past five years in office and we are grateful for his past and ongoing support. Kitchen Committee under Sakkuben Sheth, was given special thank for assisting the Friday Vadil Mandal; Jayantibhai Doshi for returning as Editor for the third time; Jaiman Mehta for Darpan editing; Nemish Mehta for WEB communications; Mamtaben Parekh, our honorary Solicitor for assistance in car park contracts, VAT and incorporation committees.

He apologised if some names had been missed out as the list was long.

- 2) Achievements during the year were the installation of an air source heat-exchange pump; TV screens; laminated flooring in Babukaka Room to assist dance classes; chair platform lift, for which we are grateful to receive a donation of £10,001 from Chandrakant Maganlal Shah's family. Tuesday lunch club had been started under the leadership of Purnima Ben Meswani; a facilities manager, Anuj Shah, had been employed since May 2015. First aid course for 10 persons had been run and training given, including that, for the defibrillator machine installed for any medical emergencies at the centre.
- 3) The vision for the future was to encourage Navnat Youth, by including them in the incorporation agenda; utilise the Jiv Daya funds for sponsoring a school building project in India, which had been approved by the EC. In this respect, Mayur Sanghvi's past experience in similar projects would prove to be useful. There were also plans to develop dining area, tennis court and other areas by applying for planning permission under expert guidance.

He offered his apologies for any errors or omissions from his report.

3. **Approval of AGM minutes** - Meeting held on 25 April 2015: The general secretary, Amit Lathia, informed members that the AGM minutes of the previous year had been uploaded to the website and by email, requested comments from the floor before approval. It was noted that the AGM meeting had concluded at 6.30PM and they were proposed for approval by H Mehta and seconded by Chetna Desai.

4. **General Secretary's Report:** Amit Lathia, informed members that being a secretary had allowed him to meet and communicate with members of the community and introduce improvements in the running of the Association to improve procedures and governance. To this end he introduced an email communication system for all of the EC and affiliates based on the Office 365 platform which was secure and running efficiently. Other procedures such as membership records, member cards and members email ID's etc were updated but it would take time to ensure non-members and members were kept distinct and procedures for event running and administration were properly recorded. The car park entry card reader system was improved to cater for more users and the tree root problem encroaching on car park surface at the road perimeter side was being addressed by dialogue with Hillingdon Council. He also thanked the co-ordinators of various sub-committees that had been active during the year, these included Mela, Paryushan, Priti Bhojan; Navratri, Diwali & Laxmi Poojan, Volunteers' Dinner and Ram Navmi. In addition three professional seminars had been held, participated in the Prime Minister Modi's visit and other ad hoc events. He thanked not only the co-ordinators but also all the volunteers, who had enabled the events to be run successfully.

He concluded by thanking colleagues, staff and volunteers for their advice and encouragement and asked for forgiveness on behalf of the EC for any errors or omissions.

5. **Report on Incorporation** – Jay Bhuva, as the co-ordinator, informed members that a lot of progress had been made and the constitution had been revised for the CIO application to be made shortly, target being to be in place

by 1 January 2017. He thanked his team and especially Amit Lathia, who he invited to explain the changes in detail, including the effect on affiliates, BoT and finance administration.

Questions were invited from the floor and replied as follows:

1. Ashwin Sheth – suggested looking into affiliates constitutions to ensure that the transfer is legal
 2. Nagin Khajuria – Two levels of trustees in current constitution whereas CIO has a diluting effect as BoT becomes board of advisors, also consider changing to a shorter name. Amit replied the trading name was already in consideration and the role of BoT was being retained in certain key respects and they would be named trustees. He also recommended the transfer of funds into an endowment fund for additional protection.
 3. Mayur Mehta – queried the precautions on protecting the property as previously there was a second tier of authority – this was responded to by stating that the CIO property could not be disposed of without Charity Commission approval.
 4. Baburai T Shah – queried the use of NVA and full name in other places and how the legal process of transfer was constitutionally valid. The dissolution process was explained and that this was carried out with consent of the majority of members present at a previous meeting held for this purpose.
 5. Kishor Vora – recommended a code of practice to ensure common rules and transparency applies across the board for all affiliates.
6. **Treasurer's Report** - The Treasurer, Jaswant Doshi, presented the approved and audited consolidated accounts for the year to 31 December 2015 for adoption by members, explaining that an abridged version detailing the results had been published in Darpan. Members, who had requested, had been sent full accounts by email and further copies were made available at the meeting. The accounts had been prepared under the new financial reporting standards (FRS 102) regime and we were now accounting for VAT, due to the increase in income from car parking, which was classified as a business activity. He thanked the affiliates' treasurers, Ketan Adani and Kanubhai Kotecha for assisting in the accounts preparation. He explained the main figures in the accounts, sources of income, main expenditure, profit arising and the funds on deposit with various banks, on various time deposits, to optimise interest and to provide access at reasonable times. Matters Arising:
- a) Ashwin Sheth – queried why cash and credit balances of affiliates were included in the consolidated accounts when they had separate constitutions and membership. Treasurer replied that accounts had been approved by auditors. Ashwin Sheth stated he would not be in favour of adopting the accounts.
 - b) Babura T Shah – was explained fixed assets breakdown, wages and sub-contractors and that VAT on expenses was not fully claimable as we were partially exempt for some activities as Hall Hire was exempt. Due to the mixed income, a claw-back percentage was being negotiated with the Vat office, by advisors.
 - c) Nagin Khajuria – some expenses and fund comparatives were out of place due to changes in the way the new rules apply. This was due to first year of adoption and prudence and the main activities were followed.
 - d) Hitesh Rayani – Honorarium was a negative figure due to cheques not being presented.
 - e) Sirish Kothari suggested approaching members for monthly donations, but will be difficult to administer.
 - f) Jitendra Mehta was informed that £5795 was Paryushan cost and was funded from £2500 Jiv Daya fund and £2500 as to NVBS.
 - g) Chandrakant Shah – consider satellite branches

The accounts were proposed for adoption by Yogesh Modi and seconded by Bhogibhai Sanghvi.

Jaswant Doshi, Ketan Adani and their team together with the auditors, PSJ Alexander and especially Manesh Shah, were thanked for their efforts and services.

7. **Reports from representatives of affiliates.**

The appointed representatives of BoT, NVBS, NVM, NYA, NBC and NGC gave a synopsis of their activities during the year and events planned for in the ensuing year. In particular:

- a) BoT had assisted with the Incorporation and its effect on affiliates; financial management of funds and managing the election process. In addition input and guidance was made on various issues and general development. The BoT had held four meetings and also attended EC and other sub-committee meetings.
- b) The Navnat Youth's report was given by Dharmin Gandhi and Jaimin Sanghvi.
- c) Navnat Golf Club report was given by Bharat Shah.
- d) Navnat Vanik Bhagini Samaj report was given by Sarojben Varia.
- e) Bridge Club report was given by Jagdish Mehta.
- f) Navnat Vadil Mandal report was given by Rajnikant Sheth.

8. **Any Other Business, recommendations and Questions and Answers from the Floor**

- 1) Baburai T Shah
 - a) Darpan was not received in time for October issue and should be monitored.
 - b) Consider relocation to North London and opening branches as most members were in North London
 - c) A middle name to be re-introduced but it was a matter of individual choice.

- d) Grievance Committee had met once during the year
e) An incident of break-in had occurred during the year
f) Contingent liability in accounts relates to an old claim regarding Hall Hire which will be time-barred shortly.
- 2) Mr Hitesh Rayani – asked how it was decided to publish Darpan in English and Gujarati. If possible should be an equal split. As editor, Jayantibhai Doshi replied that he will try to get printers to post in time and language was a matter for discussion as the younger members were not in favour of Gujarati.
- 3) Ashwin Sheth – gift aid should be claimed to the fullest extent.
- 4) Member asked how secure our database is – was informed that only Membership Secretary has full list and if he has any concerns he should address them to the Secretary. Email IDs are kept by Webmaster.

9. Re-appointment of Honorary Auditors and Solicitors

The proposals to re-appoint PSJ Alexander as Auditors and Mrs Mamta Parekh as honorary solicitor were duly approved and a vote of thanks proposed unanimously to appreciate their donated services.

10. Appointment of Independent Chairperson for Election of incoming EC

Ashwin Sheth proposed a vote of thanks for the retiring EC and volunteers, prior to the President’s announcement of the committee being dissolved.

There being no further business, the president invited Jay Bhuva, chairman of the BoT, to chair and conduct the proceedings for the election of the following year’s executive committee.

11. Dissolution of 2015 EC and Election of 2016 EC

Mr Mayur Sanghvi declared the 2014 EC as dissolved and proceeded with the election process to elect a new committee for 2015/16.

He conducted the election process, with help from his team and announced the results for each post as follows, after the counting of the votes, where applicable.

The list of the 2015/16 executive committee elected and the nominations received is as follows: -

POST	ELECTED		NOMINATIONS RECEIVED	
President	Dhiru Galani	after ballot	Subhash Bakhai	Dhiru Galani
Vice President	Nitin Parekh	after ballot	Harshad Mehta	Nitin Parekh
Secretary	Amit Lathia			
Joint Secretary	Dipak Shah	after ballot	Harshad Mehta	Dipak Shah
Treasurer	Jaswant Doshi			
Joint Treasurer	Ketan Adani			
Hall Secretary	Hasmita Doshi			
Membership Secretary	Kirit Batavia			
Committee Members:	Sangeeta Bavisha			
	David Holden			
	Bharat Mehta			
	Harshad Mehta			
	Dilip Mithani			
	Shakuntala Sheth			
	Bhavesh Vora			

Dhiru Galani, the incoming president, thanked Jay Bhuva and his team for conducting the elections and there being no other business the meeting was adjourned.

Dhiru Galani
President

Amit Lathia
General Secretary