

Tata Primanti Residents Welfare Association (2024 – 26)

Governing Body Minutes of Meeting

Meeting Date	28.09.2025
Day	Sunday
Time	10:00 am
Venue	Estate Office, D Block
Participation Mode	In person /Zoom

Member Presence: -

As per the Bye Laws of the society, an office-bearer/ executive member of the Governing Body shall cease to be an office-bearer or executive member if he/she continuously remains absent from 4 consecutive meetings of the Governing Body.

In No	Persons	Member Name	Attendance (Y/N)
1		Ajay Jain	In person
2		Sunil Khanna	In Person
3		Mayank Trivedi	In person
4		Achal Khare	In person
5		Daisy Arora	In person
6		Rohan Sinha	In Person
7		Shweta Sood	In Person
8		Ashish Jain	Zoom
9		Devesh Jerath	Zoom
10		Roshni Brar	In Person
11		Kirti Sharma	Absent
12		Seema Kapahi	In person
13		Navneet Nayar	Zoom
14		Aditya Nagpal	In person
15		Nitin Chadha	In person
16		Ankur Singhal	In Person
17		Nitin Grover	In person
18		Vineet Khurana	Absent
19		Amit Thukral	In person
20		Animesh Kumar	In person

21	Vacant E Block	
Quorum: 16/20 Complete		

MOM Details:

S No	Agenda	Owner	Response	Status
1.	Waste collection/ treatment and disposal of dry, wet, and domestic hazardous waste, excluding green waste.	Sunil Khanna	SK informed the GB about the proposed vendor, Gurgaon Waste Management System Pvt. Ltd, which has not been empaneled by the MCG to treat the Wet waste after 2024. It was decided to invite the RFP for this work with the eligibility condition that the vendor should be empaneled with the MCG to treat the wet waste.	In progress
2.	Immediate steps required to make the B & D Block STPs fully operational	MT	B Block STP blowers need to be repaired immediately for the smooth running of the plant. NFA to be signed. JLL to obtain a quote for the repair of pumps and valves to bring the plant back into operation. D block STP is currently not operational. JLL in consultation with the operation committee should come up with an Action Plan to put this STP in operation at the earliest.	In Progress
3.	Review of the procurement process (from getting quotes to placement of PO and receipt of material) to make it more effective. Sharing of NFAs with GB members.	Ankur Singhal / Achal Khare/ Rohan Sinha	Ankur, in coordination with AK & RS, will propose a draft procurement policy at the next GB meeting (including the threshold for inviting RFPs). Manager Admin (JLL) will document and number all NFAs and will share the list with all GB members every fortnight.	In Progress
4.	Repair of lawn tennis courts; painting of squash and badminton courts.	Nitin Chadha	The JLL civil team will work with Nitin to get the damaged/hanging boundary net and fix the drainage issue. Nitin to get the specification and Method Statement for the repair of the tennis court turf cracks and suitable paint specification for painting of the squash and badminton court wall to initiate RFP for the work.	In Progress

5.	Review of two-wheeler parking allotment and parking place for two-wheelers owned by drivers	Shweta Sood	Shweta to propose a policy for two-wheeler parking for residents and their drivers by the next GB meeting.	In Progress
6.	Third parking allotment (for A & D block residents in particular) issue as highlighted by Brig. (Retd.) M S Kaushal.	GB	GB discussed the matter and agreed that this matter is between the owner and THDC, and TPRWA has no role in the matter	Closed
7.	Identification of the stray dog feeding area for the A and B blocks of stray dogs.	Ashish Jain / Seema Kapahi	Ashish Jain (A Block) and Seema Kapahi (B Block) will propose the stray dog feeding areas in their respective blocks after discussions with the residents of the blocks.	In Progress
8.	Golf cart requirements for Primanti, need for extra Golf carts, and guidelines for their usage.	GB	The security committee to propose its recommendation at the next GB meeting.	
9.	Implementation of IoT in Kone lifts, trials to be done on any of the T1 /T2 lifts.	GB	To be discussed in the next GB meeting	
10.	Proposal for Diwali lights and sensor motion light for lift lobbies and staircases.	JLL / Ashish Jain	Raj Kamal (FM), Sr Property Manager JLL, presented the proposal for Diwali lights with a total expenditure of Rs 1.95 lacs. GB accepted the proposal in principle and authorized Ashish Jain to go into in detail and give clearance to JLL for purchase immediately. He also presented the comparative statement of the three offers received against the RFP invited for the sensor motion light. The GB authorized Mr. Ashish Jain to examine the credentials and the offers of various vendors and then advise the JLL for the procurement from the most suitable agency.	In Progress
11.	Removal of Debris (C&D waste) from all blocks	JLL	GB approved the proposal of JLL to remove Debris (C&D waste) from the basements of all the blocks for Rs 1,15,000/- for 115 trolleys. The waste is to be removed before Diwali.	In Progress

12.	Assigning responsibilities to new GB members	GB	Discussed and deferred for next meeting	
13.	Presentation by the CA on actual expenditure vs budget upto August 2025.	CA Naim / Achal Khare / Rohan Sinha and Operation Sub-Committee	CA Naim gave a presentation on the details of expenditure under different heads vs the budget till 31.8.2025. A copy of the presentation will be shared with the GB members for their understanding and control of expenses. That two heads of Accounts where expenditure is exceeding is common area, electricity and water charges. The respective committee along with JLL to analyse the reasons for the same and propose corrective measures.	In progress
14.	Formal communication of the GB decisions to JLL for timely implementation.	Mayank Trivedi	Was decided that the decisions taken in the GB meeting should be communicated to the JLL to initiate further action without loss of time. It was also decided that a copy of the Minutes of the Meeting will be shared with the Sr Property Manager JLL/Manager (Admin). JLL will ensure that the confidentiality of record is maintained.	

President

Ajay Jain

Secretary

Mayank Trivedi