

# MINUTE BOOK



**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF PALUCK TECHNOLOGIES LIMITED HELD ON TUESDAY 05<sup>TH</sup> DAY OF SEPTEMBER, 2023 COMMENCED AT 11:00 A.M. AT THE REGISTERED OFFICE OF THE COMPANY SITUATED AT 192/6 NITIN VIHAR OPP. INDIAN OIL PETROL PUMP NEAR HERO HONDA CHOWK GURGAON-122001 HARYANA AND CONCLUDED AT 12:00 P.M.**

## PRESENT

## DESIGNATION

Mr. Praveen Kumar	Director
Ms. Sarika	Director
Mr. Navin Katiyar	Director
Mr. Sumit Kumar Bajaj	Director

## ITEM NO. 1 CHAIRMAN

Mr. Praveen Kumar, Director was unanimously elected as the Chairman of the meeting, took the chair in the meeting and proceeded with the agenda of the meeting.

## ITEM NO. 2 ASCERTAINMENT OF QUORUM

After ascertaining that the requisite directors were present to form quorum, Chairman declared that proper quorum is present and the meeting is open. Chairman welcomed all the directors to the Board Meeting of the Paluck Technologies Private Limited.

The chairman with the consent of the members conveyed that the notice and agenda calling Board Meeting were considered to be read.

## ITEM NO. 3 LEAVE OF ABSENCE

All the directors being present, therefore no leave of absence was required to be granted.

## ITEM NO. 4 CONFIRMATIONS OF THE PREVIOUS MINUTES

The minutes of the previous Board Meeting were read at the meeting and after confirmation and adoption by the Board, the same were signed by the Chairman of the meeting.

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**ITEM NO. 5- APPROVAL OF ANNUAL ACCOUNTS FOR THE FINANCIAL YEAR ENDED MARCH 31, 2023**

The Chairman placed at the meeting the Balance Sheet as at 31<sup>st</sup> March, 2023 and the Profit & Loss Account for the financial year ended on that date along with the schedules and notes appended thereto for approval. The Board discussed the financial parameters in detail and passed the following resolution in this regard:

**"RESOLVED THAT** the Balance Sheet as at 31<sup>st</sup> March, 2023 and the Profit and Loss Account for the Year ended on that date along with the schedules and notes appended thereto be and are hereby approved.

**RESOLVED FURTHER THAT** Mr. Praveen Kumar, Mr. Sarika and Mr. Navin Katiyar, Directors of the Company be and are hereby authorized jointly and severally to sign the Balance Sheet as on 31<sup>st</sup> March, 2023 and Profit and Loss Account for the Year ended on that date along with the schedules and notes appended thereto and submit the same to the Statutory Auditors of the Company for their report thereon."

*The meeting adjourned for two hours after forwarding the accounts to auditors and resumed on receipt of auditors' report on accounts for the financial year ended 31<sup>st</sup> March, 2023.*

**ITEM NO. 6- ADOPTION OF THE AUDITED ACCOUNTS ALONG WITH AUDITORS REPORT FOR THE FINANCIAL YEAR ENDED MARCH 31, 2023**

The Chairman placed before the meeting the Audited Balance Sheet as at 31<sup>st</sup> March, 2023 and the Profit & Loss Account for the year ended on that date together along with the schedules and notes appended thereto and Auditors Report thereon.

The Chairman notified that Auditors Report is self-explanatory and does not require any further clarification from the Board. Thereafter Board adopted accounts and passed the following resolution:

**"RESOLVED THAT** the Auditor's Report and the Audited Balance Sheet as on 31<sup>st</sup> March, 2023 and the Profit and Loss Account for the year ending as on that date along with the schedules and notes appended thereto be and is hereby adopted."

**RESOLVED FURTHER THAT** Mr. Navin Katiyar, Director of the Company be and is hereby authorized to do all such acts, deeds and things as may be required to give effect to the aforesaid resolution."

*Praveen*

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## **ITEM NO. 7- APPROVAL OF DIRECTORS' REPORT**

The Chairman placed before the Board the draft of Director's Report for the financial year ended on 31<sup>st</sup> March, 2023. After considering the report the Chairman was requested to authenticate the same and in this regard, following resolution was passed:

**"RESOLVED THAT** draft Director's report for the year ended on 31<sup>st</sup> March, 2023, placed before this meeting be and is hereby approved.

**RESOLVED FURTHER THAT** Mr. Praveen Kumar, Ms. Sarika and Mr. Navin Katiyar, Director of the Company be and is hereby authorized to sign the same on behalf of the Board and is hereby authorized jointly and severally to do all other effective steps as may be deemed necessary and expedient in this regard."

## **ITEM NO. 8- RE-APPOINTMENT OF NITENDER KUMAR & ASSOCIATES AS STATUTORY AUDITORS OF THE COMPANY**

The Chairman informed the Board that the tenure of statutory auditor is expiring in the upcoming Annual General Meeting and Company will required to re-appoint them. In this regard, following resolution was passed:

**"RESOLVED THAT** pursuant to provisions of Section 139 of the Companies Act, 2013 and other applicable provisions, if any and the Rules framed thereunder, as amended from time to time or any other law for the time being in force (including any statutory modification or amendment thereto or re-enactment thereof for the time being in force) , consent of the directors be hereby accorded to re-appoint, subject to approval of members in Upcoming Annual General Meeting, M/s. Nitender Kumar & Associates, Chartered Accountants (FRN:036159N) as statutory auditor of the Company upto the conclusion of 18<sup>th</sup> Annual General Meeting of the Company as such remuneration as may be determined by the Board.

**RESOLVED FURTHER THAT** any of the Directors of the Company be and are hereby severally authorized to sign, execute all such documents and to do all such acts, deeds and things which may be necessary to bring into effect the above resolution."

## **ITEM NO. 9- CONVENING OF 13<sup>TH</sup> ANNUAL GENERAL MEETING OF THE COMPANY**

The Chairman proposed that the 13<sup>th</sup> Annual General Meeting for the financial year ended on 31<sup>st</sup> March, 2023 will be held on Saturday, 30<sup>th</sup> day of September, 2023 at 03:00 P.M at registered office of the company situated at 192/6 Nitin Vihar, Opp. Indian Oil Petrol Pump, Near Hero Honda Chowk, Gurgaon-122001 Haryana. The Chairman also put before the Board a draft Notice calling the Annual General

  
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Meeting for the approval. The Board discussed and passed the following resolution in this regard:

**"RESOLVED THAT** the Twelfth Annual General Meeting for the financial year ended on 31<sup>st</sup> March, 2023 be convened on Saturday, 30<sup>th</sup> day of September, 2023 at 03:00 P.M at registered office of the company situated at 192/6 Nitin Vihar, Opp. Indian Oil Petrol Pump, Near Hero Honda Chowk, Gurgaon-122001 Haryana.

**RESOLVED FURTHER THAT** the draft notice calling the 13<sup>th</sup> Annual General Meeting for financial year ended on 31<sup>st</sup> March, 2023 be and is hereby approved.

**RESOLVED FURTHER THAT** Mr. Praveen Kumar, Ms. Sarika and Mr. Navin Katiyar, Directors of the Company, jointly and /or severally be and are hereby authorized to sign and send the same to members, who are eligible to attend the Annual General Meeting of the Company along with the Audited Annual Accounts for the financial year ended on 31<sup>st</sup> March, 2023."

## **ITEM NO. 10- AUTHORISATION FOR E-FILING**

It was proposed at the meeting to authorize Mr. Navin Katiyar, to sign and file necessary E- forms as may be required to be filed with Registrar of Companies for filing the Annual Accounts and Annual Return of the Company. In this regard, the following resolution was passed by the Board:

**"RESOLVED THAT** Mr. Navin Katiyar, Director of the Company be and is hereby authorized to sign and file necessary E-forms as are required to be filed with the Registrar of Companies, NCT of Delhi & Haryana for filing the Annual Accounts and Annual Return of the Company."

## **VOTE OF THANKS**

After transacting all the business on the agenda, the meeting concluded with a vote of thanks to the Chair.

Date: 05/09/2023  
Place: Gurgaon

  
CHAIRMAN

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## ATTENDANCE SHEET

### MEETING OF BOARD OF DIRECTORS

OF

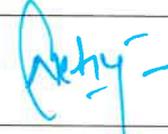
### PALUCK TECHNOLOGIES LIMITED

**DATE:** 05<sup>TH</sup> SEPTEMBER, 2023

**DAY:** TUESDAY

**TIME:** 11:00 A.M.

**VENUE:** 192/6, NITIN VIHAR, OPP. INDIAN OIL PETROL PUMP,  
NEAR HERO HONDA CHOWK, NH-8 GURGAON,  
HARYANA-122001

S. NO.	NAME OF DIRECTORS	SIGNATURE
1.	Mr. Praveen Kumar	
2.	Mr. Navin Katiyar	
3.	Mr. Sumit kumar Bajaj	

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