

Dear Plot/Villa Owners,

This is to inform all members that the Vakil Whispering Woods Plot Owners Association® – General Body Meeting (GBM) is scheduled as follows:

July
17

Date: 23rd November 2025 (Sunday)



Time: 11:00 AM



Venue: Clubhouse, Vakil Whispering Woods

The GBM Agenda includes:

- Welcome Address & Introduction of MC
- Presentation of Works Completed (Past 1 Year)
- Expenses & Audit Reports
- Launch of Association Website & MyGate App
- Updates on Ongoing Works
- Action on Maintenance Defaulters
- Fixation of Maintenance Charges
- Budget Proposal for Upcoming Year
- Vendor Review – Security, HK, Electrical & Plumbing
- Community Issues (Encroachments, Plantation, Builder Wall, Nala Gate, Kids Play Area etc.)
- Induction of New Volunteers
- Open House / Q&A
- Closing Remarks & Vote of Thanks

AGENDA IN DETAIL:

1. Welcome Address

- * Welcome by the President
- * Introduction of Managing Committee Members
- * Overview of Meeting Objectives

2. Presentation of Works Completed (Last 1 Year)

- * Summary of all development, maintenance, and improvement works carried out during the year

3. Presentation of Annual Reports

- * Expense & Collection Details - Secretary
- * Presentation of Financial Statements
- * Audit Report for the financial year

4. Launch of Digital Platforms

- * Official Launch of Association Website by the President
- * Introduction & Rollout of MyGate App for all Villa Residents

5. Updates on Ongoing Works

- * Status of approved and in-progress works across the layout
- * Tentative timelines and next steps

6. Action on Maintenance Payment Defaulters

- * Review of outstanding dues
- * Proposed actions for chronic defaulters
- * Update & verification of owners' details in WhatsApp Groups & Email distribution lists

7. Fixation of Maintenance Charges

- * Review & Fixing maintenance charges
- * Discussion and approval by General Body

8. Budget Proposal for Upcoming Year

- * Planned development works
- * Allocation for repair, maintenance, and operational expenses
- * Approval of annual budget

9. Vendor Review & Performance Evaluation

- * Security services
- * Housekeeping services
- * Electrical & Plumbing vendors
- * Recommendations for continuation or change

10. Community Issues & Resident Concerns

- * Pavement encroachment issues
- * Plantation on footpaths
- * Neighboring builder's compound wall concerns
- * Installation of Nala-side Gate at Phase-1
- * Installation of Kids Playing Equipment in Parks
- * Any other important layout-level issues raised by members

11. Induction of New Volunteers/Owners into Association

- * Introduction and onboarding of new active volunteers
- * Formation/Strengthening of Sub-Committees (Maintenance, Finance, Parks, Security, etc.)

12. Open House / Q&A

- * Open floor for owners to present suggestions, concerns, and feedback

13. Closing Remarks

- * Closing statement by the President
- * Summary of resolutions passed
- * Vote of Thanks

Your participation is very important to take collective decisions for the betterment of our layout.

Kindly make time to attend the meeting without fail.

With Regards,

Managing Committee

Vakil Whispering Woods Plot Owners Association®