



# KANCO TEA & INDUSTRIES LIMITED

Registered Office : "Jasmine Tower", 3rd Floor  
31 Shakespeare Sarani, Kolkata - 700 017, India, Telefax : 2281-5217  
E-mail : contact@kancotea.in, Website : www.kancotea.in  
Corporate Identity Number (CIN)-L15491WB1983PLC035793

## SUMMARY OF PROCEEDINGS OF THE 37TH ANNUAL GENERAL MEETING OF THE COMPANY HELD ON 15<sup>TH</sup> SEPTEMBER, 2020

### A. Date, time and venue of the Annual General Meeting:

The 37<sup>th</sup> Annual General Meeting (Meeting) of the Company was held on Tuesday, 15<sup>th</sup> September, 2020 through Video Conferencing (VC)/ Other Audio Visual Means (OAVM) facility. The Meeting commenced at 2:00 p.m. (IST) and concluded at 2:33 p.m. (IST)..

### B. Proceedings of the Meeting in brief:

- i.) Mr. Umang Kanoria, Chairman of the Board of Directors of the Company, chaired the Meeting.
- ii.) The Chairman informed that in view of the current pandemic related situation, the Meeting was held through Video Conferencing in accordance with the circulars issued by the Ministry of Corporate Affairs and SEBI. The Company has made all feasible efforts under the current circumstances to enable the members to participate in the meeting through video conferencing facility and vote electronically.
- iii.) The requisite quorum being present, the Chairman declared the Meeting open and welcomed the Members.
- iv.) The Chairman announced the presence of the Directors at the AGM through VC/OAVM. All the directors including the Chairmen of the Audit Committee, Stakeholders Relationship Committee and Nomination and Remuneration Committee were present at the AGM except Mr. Govind Ram Banka, Non –Executive Director who remained absent due to fever and Mr. Om Kaul, Independent Director who could not attend due to connectivity issue. He further informed that Mrs. Sneha Jain, partner of NKSJ & Associates., the Statutory Auditor of the Company, Mr. Asit Kumar Labh, Secretarial Auditor of the Company, and Mr. Atul Kumar Labh, Scrutinizer were also present at the AGM through VC/OAVM.
- v.) The Chairman then requested the Company Secretary, Ms. Charulata Kabra to brief about some basic rules relating to the AGM.
- vi.) The Company Secretary informed that pursuant to Section 108 of the Companies Act, 2013, the Companies (Management and Administration) Amendment Rules, 2015, Regulation 44 of SEBI (LODR) Regulations, 2015 read with MCA Circulars and SEBI Circular, the Company had provided the facility to its members to exercise their right to vote by electronic means in respect of the businesses to be transacted at this Meeting. The remote e-voting started on 12<sup>th</sup> September, 2020 (9.00 am) and ended on 14<sup>th</sup> September, 2020 (5:00 p.m.). Members





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who have not cast their votes yet electronically and who are participating in this meeting will have an opportunity to cast their votes during the meeting through the e-voting system provided by CDSL. The said facility will continue to be available for the next 15 minutes post conclusion of the Meeting. As required, all requisite Registers / Documents will remain accessible on CDSL website for inspection during the continuance of the Meeting. She also provided instructions related to participation in the AGM and guidelines for speaker shareholders.

vii) Thereafter, the Chairman delivered his speech. With the permission of the shareholders the Notice of the 37th AGM was taken as read. Since there was no qualification, observation or adverse remark in the Statutory Auditor's Report on the financials of the Company for the financial year 2019-20 and the Secretarial Auditor's Report, the same were taken as read.

viii) The following items of business, as per the Notice of AGM dated 10<sup>th</sup> July, 2020 were transacted at the meeting. The Chairman read out the Item no. 1 to 3

### **Ordinary Business:**

- 1) To receive, consider and adopt the Audited Financial Statements (Standalone and Consolidated) of the Company for the financial year ended 31st March, 2020, together with the reports of the Board of Directors and Auditors thereon.
- 2) To appoint a director in place of Mr. Govind Ram Banka (DIN: 00207385), who retires by rotation and being eligible, offers himself for re-appointment.

### **Special Business**

- 3) To approve the remuneration payable to Cost Auditors

ix.) The Chairman gave an opportunity to the pre-registered Members to raise their queries or seek clarifications on the Items of business. Thereafter, the Chairman responded to the queries and clarifications sought by the Members.

x.) The Chairman then said that the voting results will be announced within 48 hours from the conclusion of the meeting. It will be displayed on the Notice Board at the Registered Office of the Company and will also be posted on the Company's website- [www.kancotea.in](http://www.kancotea.in), respective stock exchanges and on the website of CDSL.

The Chairman expressed his gratitude to his colleagues on the Board, all the stakeholders and the Members for their participation at the meeting and declared the Meeting closed.

