

# **MESYUARAT AGUNG TAHUNAN PANGSAPURI LAMAN VILLA KALI KE 4**

**DISEDIAKAN OLEH: HBE MANAGEMENT SERVICES**  
DEWAN LAMAN VILLA | 20 SEPTEMBER 2020 | AHAD | 10 PAGI

# AGGENDA

**1**

**Perlantikan Pengerusi Majlis**

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**Pengesahan Minit Mesyuarat Agung Tahunan 2019**

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**Pembentangan Laporan Kewangan Beraudit Bagi  
Januari - Disember 2019**

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**9**

**Pertambahan Undang-Undang Kecil Pangsapuri Laman Villa**



# PENGENJALAN



# *Sekapur Sirih*

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Assalamualaikum WBT dan Selamat Sejahtera,

Yang Berbahagia Tan Sri / Dato Sri / Dato / Puan Seri / Datin Seri / Datin / Yang Berhormat / Tuan / Puan / Cik yang dihormati sekalian,

Dengan rasa rendah diri, Badan Pengurusan Pangsapuri Laman Villa ingin memanjatkan kesyukuran kepada Yang Maha Esa kerana dengan izinNya, dapatlah kita berjumpa di dalam Mesyuarat Agung Tahunan Badan Pengurusan Pangsapuri Laman Villa pada hari Ahad, 20 September 2020.

Pihak Pengurusan juga dengan kerjasama pihak Badan Pengurusan Pangsapuri Laman Villa dengan ini mengucapkan jutaan terima kasih kepada semua pihak yang bekerjasama di dalam menjayakan Mesyuarat Agung Tahunan bagi tahun 2020.

Di dalam Mesyuarat Agung Tahunan 2020, pihak Badan Pengurusan Pangsapuri Laman Villa 2019/2020 akan membentangkan segala rencana yang telah dilaksanakan oleh pihak Badan Pengurusan sepanjang tahun 2019/2020.

Akhir kata, kami ingin mengucapkan terima kasih kepada semua penduduk Pangsapuri Laman Villa atas sokongan dan cadangan membina dalam usaha bagi menjadikan Pangsapuri Laman Villa sebuah kawasan yang selesa, aman dan harmoni untuk didiami.

Yang benar,  
Badan Pengurusan Pangsapuri Laman Villa  
2019/2020



# PERLANTIKAN PENGGERUSI MAJLIS

# 1



# PENGGESAHAN MINIT MESSYUARAT AGUNG TAHUNAN 2019

# 2

**GARDEN VILLA APARTMENT (GVA)  
ANNUAL GENERAL MEETING NO. 03**

Tarikh : 12 Januari 2019  
Masa : 11.00 Pagi  
Tempat : Dewan Serbaguna Pangsapuri Laman Villa  
Pencatat : Fizzy Sherani



**Kehadiran**

<b>Nama</b>	<b>Syarikat</b>	
Encik Fazlee	Joint Management Body (Pengerusi)	<b>JMB</b>
En Radhi	Joint Management Body (Setiausaha)	<b>JMB</b>
Puan Balkhish	Joint Management Body (AJK)	<b>JMB</b>
Cik Amelia	Park Properties Sdn Bhd (Representative)	<b>PPSB</b>
Encik Razally	Park Properties Sdn Bhd (Representative)	<b>PPSB</b>
Penduduk Blok A	Garden Villa Apartment	<b>GVA-A</b>
Penduduk Blok B	Garden Villa Apartment	<b>GVA-B</b>
Penduduk Blok C	Garden Villa Apartment	<b>GVA-C</b>
Penduduk Blok D	Garden Villa Apartment	<b>GVA-D</b>

Senarai kehadiran seperti di lampiran A

Tidak Hadir :

En Faiz	Joint Management Body (Bendahari)	<b>JMB</b>
Encik Jasni	Joint Management Body	<b>JMB</b>

<p><b>A.</b></p> <p><b>A.1</b></p> <p><b>A.2</b></p>	<p><b><i>BARISAN AHLI JAWATANKUASA YANG DILANTIK</i></b></p> <p>Ahli Jawatankuasa bagi tahun 2017/2018 telah di bubarkan. Oleh itu, En Mohamad Fazlee dari A-G-01 telah dilantik sebagai Pengerusi sementara dengan sebulat suara telah bersetuju dengan lantikan tersebut.</p> <p>Berikut adalah senarai Ahli Jawatankuasa JMB yang telah dilantik sewaktu mesyuarat Agung Tahunan Pangsapuri Laman Villa (AGM) yang diadakan pada 12/1/2019 :-</p> <ul style="list-style-type: none"> <li>i. Encik Aiman Radhi (D-8-10)</li> <li>ii. Encik Mizan Bin Morni (C-7-01)</li> <li>iii. Puan Fizzy Sherani (D-1-08)</li> <li>iv. En Mohamad Fazlee (A-G-01)</li> <li>v. En Aminallah (B-1-12)</li> <li>vi. En Malcolm Fernandez (D-5-13)</li> <li>vii. Puan Noraini (C-G-05)</li> <li>viii. Park Properties Sdn Bhd</li> </ul> <p>Setiap ahli jawatankuasa yang dilantik telah disokong sebulat suara oleh penduduk yang hadir</p>	
<p><b>B.</b></p> <p><b>B.1</b></p>	<p><b><i>BELANJAWAN TAHUNAN</i></b></p> <p>Cik Amelia telah membentangkan budget tahunan. Sila rujuk Lampiran B</p>	
<p><b>C.</b></p> <p><b>C.1</b></p>	<p><b><i>PENETAPAN YURAN PENYELENGGARAN DAN SINKING FUND</i></b></p> <p>En Fazlee telah mencadangkan untuk mengekalkan caj bulanan iaitu RM118.80 untuk caj penyelenggaraan dan RM11.90 untuk caj sinking fund. Walaubagaimanapun, terdapat 1 unit berkembar (<i>penthouse</i>) di Block D dan 1 unit di Block C, dicadangkan untuk menggandakan bayaran bulanan iaitu RM237.60 bagi caj penyelenggaraan dan RM23.80 bagi caj sinking fund. Cadangan itu dipersetujui oleh semua yang hadir</p>	
<p><b>D</b></p> <p><b>D.1</b></p>	<p><b><i>PENETAPAN CAJ INTEREST</i></b></p> <p>Buat masa ini, sebulat suara telah bersetuju untuk tidak mengenakan sebarang caj bunga bagi lewat bayar kepada penunggak.</p>	
<p><b>E</b></p> <p><b>E.1</b></p>	<p><b><i>AKAUN TERAUDIT</i></b></p> <p>Menurut cik Amelia iaitu wakil Park Properties Sdn Bhd, sebelum ini, pihak pemaju telah menyerahkan salinan akaun teraudit bagi tahun 2015, 2016 dan 2017 kepada Bendahari. Walaubagaimanapun, akaun bagi tahun 2018 masih dalam proses dan akan diserahkan kepada JMB setelah akaun tersebut siap sepenuhnya.</p>	
<p><b>F</b></p> <p><b>F.1</b></p>	<p><b><i>INSURANS KEBAKARAN</i></b></p> <p>Pihak pemaju akan memaklumkan tempoh tarikh bagi setiap insurans bagi setiap blok</p>	



G.	<b>UNDANG UNDANG TAMBAHAN</b>	
G.1	Tiada penambahan undang-undang pada Mesyuarat Agung pada tahun ini	
H.	<b>LAIN-LAIN HAL DAN USUL</b>	
H.1	<p><u>Perlantikan Agen Pengurusan</u></p> <p>Barisan JMB yang lalu telah melantik Park Properties Sdn Bhd sebagai agen pengurusan dan mengikat kontrak selamat setahun. Caj yang dikenakan adalah sebanyak RM12,000.00 (Dua Belas Ribu Sahaja).</p>	
H.2	<p><u>Kad Akses</u></p> <p>Encik Qais (D-1-06) mencadangkan agar kad akses dijual kepada penduduk dalam bilangan satu kad satu rumah. Cadangan beliau tidak dipersetujui oleh semua penduduk dengan alasan. Kebanyakan rumah di apartment Laman Villa dihuni oleh pasangan suami isteri. Pasangan suami isteri ini ada yang bekerja. Ianya membebankan mereka sekiranya kad akses dijual satu unit satu rumah. Cadangan Encik Qais (D-1-06) ditolak penduduk apartment Laman Villa.</p>	
H.3	<p><u>Parkir Kenderaan</u></p> <ol style="list-style-type: none"> <li>a. Encik Mizan (C-7-01) mencadangkan agar dibuat tempat parking kereta di tempat yang lapang dan penuh dengan rumput. Tempat parking tersebut perlu disewa sekiranya ada pelawat, penyewa dan tuan rumah yang mempunyai lebih kenderaan menggunakan tempat parking tersebut. Ahli mesyuarat bersetuju dengan syarat jika kewangan mencukupi.</li> <li>b. Encik Amin (B-1-12) mencadangkan meletakkan <i>hump</i> di beberapa tempat di blok ini. Tujuannya agar penduduk disini tidak membawa kenderaan terlalu laju hingga membahayakan penduduk lain. Mereka yang parking sesuka hati tayar kereta mereka harus dikunci dan cadangan ini telah dipersetujui oleh ahli mesyuarat.</li> <li>c. Encik Mizan (C-7-01) mencadangkan agar tayar dikunci sekiranya ada diantara penduduk yang memarkir kenderaan di tempat yang tidak dibenarkan. Sekiranya mereka ingin membukanya mereka harus membayar denda sebanyak RM 50.00. Cadangan beliau dipersetujui oleh semua ahli mesyuarat.</li> </ol>	
H.4	<p><u>Pemasangan CCTV</u></p> <p>Encik Qais (D-6-1), Encik Mizan (C-7-01) dan Encik Amin (B-1-12) mencadangkan agar diletakkan cctv dibahagian tempat parking bermotor. Cadangan mereka dipersetujui oleh semua ahli mesyuarat.</p>	

<b>H.5</b>	<u>Tempat membasuh kereta</u>	
	<p>Encik Qais (D-6-01) mencadangkan agar diadakan tempat membasuh kereta. Kemudahan air untuk membasuh kereta tersebut diperolehi daripada mesin berbayar bagi mengelakkan berlakunya penyalahgunaan air oleh sesetengah penduduk. Contoh: membasuh peralatan catering. Cadangan ini tidak dipersetujui oleh para hadirin.</p>	
<b>H.6</b>	<u>Pagar berdekatan Blok C dan Blok D</u>	
	<p>Encik Qais (D-6-01) mencadangkan agar gate di antara blok C dan blok D dibuka. Cadangan beliau tidak dipersetujui oleh penduduk yang tinggal di blok C atas faktor keselamatan</p>	
<b>H.7</b>	<u>Tong sampah</u>	
	<p>Puan Sabariah (D-G-07) mencadangkan sebuah tong sampah diletakan dibahagian lobi. Cadangan beliau tidak disokong ahli mesyuarat kerana dikhuatiri ada pihak yang membuang sampah rumah di tong sampah tersebut</p>	
<b>H.8</b>	<u>Lampu di Taman Permainan</u>	
	<p>Puan Sabariah (D-G-07) mencadangkan agar ditambah lampu di bahagian padang permainan di hadapan blok A, blok B, blok C, dan blok D. Cadangan beliau dipersetujui oleh penduduk dengan syarat mempunyai bajet.</p>	
<b>H.9</b>	<u>Surat Amaran Lewat Bayar</u>	
	<p>Encik Amin (B-1-12) mencadangkan agar dikeluarkan warning letter bagi mereka yang tidak membayar maintainance fee dan sinking fund. Kemudian nama mereka ditampal pada papan kenyataan, di hadapan lif dan di dalam lif. Cadangan beliau disokong oleh ahli mesyuarat.</p>	
<b>H.10</b>	<u>Pembelian Sisitem Pengurusan</u>	
	<p>Encik Mizan (C-7-01) mencadangkan agar pihak JMB menggunakan sistem <i>advelsoft</i> atau mana - mana sistem bagi pengurusan apartment. Ahli mesyuarat bersetuju untuk menggunakan sistem tersebut atau mana-mana sistem pengurusan apartment sekiranya kewangan bajet mencukupi</p>	
<b>H.11</b>	<u>Pengawal Keselamatan</u>	
	<p>Ahli mesyuarat bersetuju agar pihak pengurusan dan JMB menukar syarikat pengawal keselamatan yang lebih tinggi sedikit kosnya memandangkan pengawal keselamatan yang sedia ada kini tidak menjalankan tugas dengan baik.</p>	

I.	<b><i>PENAGGUHAN MESYUARAT</i></b>	
I.1	Mesyuarat telah ditangguhkan pada jam 3.00 petang.	

Disahkan Oleh



Name: En Mohammad Fazlee Bin Abd Wahab  
Jawatan: Pengurusi Majlis



# PEMBAENTANGAN LAPORAN KEWANGAN BERAUDIT (JANUARI - DISEMBER 2019)

# 3

**BADAN PENGURUSAN BERSAMA PANGSAPURI LAMAN VILLA**

(Registration No. 0050)

(Registered in Malaysia)

**FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED  
31 DECEMBER 2019**

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**ALI YUSOF & CO (AF 002099)**  
CHARTERED ACCOUNTANTS (MALAYSIA)

**BADAN PENGURUSAN BERSAMA PANGSAPURI LAMAN VILLA**

(Registration No. 0050)

(Registered in Malaysia)

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**BADAN PENGURUSAN BERSAMA PANGSAPURI LAMAN VILLA**  
(Registered in Malaysia under Strata Management Act, 2013)

**STATEMENT BY COMMITTEE MEMBERS**

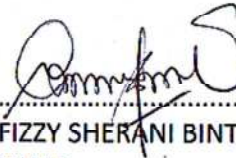
We, MOHD AMINNALLAH BIN MOHD NOOR and FIZZY SHERANI BINTI MOHD IZHAR, being two of the Management Committee of **BADAN PENGURUSAN BERSAMA PANGSAPURI LAMAN VILLA**, do hereby state that, in the opinion of Management Committee Members, the financial statements are drawn up in accordance with Malaysian Private Entities Reporting Standard ("MPERS") so as to give a true and fair view of the state of affairs of the **BADAN PENGURUSAN BERSAMA PANGSAPURI LAMAN VILLA** as at 31 December 2019 and of the results of its operations and the cash flow for the financial year ended on that date in accordance with Strata Management Act, 2013 in Malaysia.

On behalf of Committee Members,



**MOHD AMINNALLAH B. MOHD NOOR**  
Pengerusi  
Badan Pengurusan Bersama (JMB)  
Garden Villa Apartment  
Taman Bandar Senawang

.....  
**MOHD AMINNALLAH BIN MOHD NOOR**  
Committee Member



.....  
**FIZZY SHERANI BINTI MOHD IZHAR**  
Committee Member

Seremban,

Date: **24 JUN 2020**

BEFORE ME:

.....  
Commissioner for Oaths



No. 12, Tkt Bawah, Jalan Campbell,  
70000 Seremban, Negeri Sembilan.

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF  
BADAN PENGURUSAN BERSAMA PANGSAPURI LAMAN VILLA**

(Registration No. 0050)  
(Registered in Malaysia)

**To the Commissioner of Buildings**

**Report on the Audit of the Financial Statements**

*Opinion*

We have audited the financial statements of **BADAN PENGURUSAN BERSAMA PANGSAPURI LAMAN VILLA – MAINTENANCE FUND ACCOUNT (“the Fund”)**, which comprise the statements of financial position as at 31 December 2019 and the statements of income and expenditure, statement of changes in equity and statements of cash flows for the financial year then ended and a summary of significant accounting policies and other explanatory notes.

In our opinion, the financial statements have been properly drawn up so as to give a true and fair view of the financial position of **Fund’s** as of 31 December 2019 and of its financial performance and revenue and expenditure for the financial year then ended in accordance with the Malaysian Private Entities Reporting Standard and the requirements of the Strata Management Act, 2013 in Malaysia.

*Basis for Opinion*

We conducted our audit in accordance with approved standards on auditing in Malaysia and International Standards on Auditing. Our responsibilities under those standards are further described in the *Auditors’ Responsibilities for the Audit of the Financial Statements* section of our report. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

*Independence and Other Ethical Responsibilities*

We are independent of the Joint Management Bodies (“JMB”) or Management Corporation (“MC”) in accordance with the *By-Laws (on Professional Ethics, Conduct and Practice)* of the Malaysian Institute of Accountants (“By-Laws”) and the International Ethics Standards Board for Accountants’ *Code of Ethics for Professional Accountants* (“IESBA Code”), and we have fulfilled our other ethical responsibilities in accordance with the By-Laws and the IESBA Code.

*Material Uncertainty Related To Pandemic Covid-19*

As discussed in Note 11 to the financial statements, in January 2020, the World Health Organization (“WHO”) has declared the outbreak of a novel coronavirus (“COVID-19”) as a “Public Health Emergency on International Concern” which later on 12 March 2020 announced the outbreak a pandemic. Given the uncertainty of the situation, the duration of any business disruption and related financial impact cannot be reasonably estimated at this juncture. Our opinion is not modified with respect to this matter.



**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF  
BADAN PENGURUSAN BERSAMA PANGSAPURI LAMAN VILLA (CONT'D)**

(Registered in Malaysia)

*Information Other than the Financial Statements and Auditors' Report Thereon*

The Directors of the Developer are responsible for the other information. The other information comprises the Directors' Report but does not include the financial statements of the JMB and our auditors' report thereon. Our opinion on the financial statements of the JMB does not cover the Directors' Report and we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements of the JMB, our responsibility is to read the Directors' Report and, in doing so, consider whether the Directors' Report is materially inconsistent with the financial statement of the JMB or our knowledge obtained in the audit or otherwise appears to be materially misstated. If based on the work we have performed, we conclude that there is a material misstatement of the Directors' Report, we are required to report that fact. We have nothing to report in this regard.

*Responsibilities of Directors for the Financial Statements*

The Directors of the Developer are responsible for the preparation of the financial statements of the JMB that give a true and fair view in accordance with Malaysian Private Entities Reporting Standard and the requirements of the Strata Management Act, 2013 in Malaysia. The Directors are also responsible for such internal control as the Directors determine is necessary to enable the preparation of financial statements of the JMB that are free from material misstatement, whether due to fraud or error. In preparing the financial statements of the JMB, the Directors are responsible for assessing the JMB's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Directors either intend to liquidate the JMB or to cease operations, or has no realistic alternative but to do so.

*Auditors' Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with approved standards on auditing in Malaysia will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with approved standards on auditing in Malaysia and International Standards on auditing, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements of the JMB, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the JMB's internal control.

(Registration No. 0050)

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF  
BADAN PENGURUSAN BERSAMA PANGSAPURI LAMAN VILLA (CONT'D)**

(Registered in Malaysia )

*Auditors' Responsibilities for the Audit of the Financial Statements (cont'd)*

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by Directors.
- Conclude on the appropriateness of the Directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the JMB's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements of the JMB or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the JMB to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements of the JMB, including the disclosures, and whether the financial statements represent the underlying transactions and events in manner that achieves fair presentation.

We communicate with the directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

*Other Matters*

This report is made solely to the proprietors of **Park Properties Sdn Bhd**, the developer of Pangsapuri Laman Villa, as a body, in accordance with Section 26(1)(b), Strata Management Act, 2013 in Malaysia and for no other purpose. We do not assume responsibility to any other person for the content of this report.



**ALI YUSOF & CO.**  
AF 002099  
Chartered Accountants



**MOHD ALI BIN YUSOF @ ISMAIL**  
Approval No: 2836/04/22(J)  
Chartered Accountant

Seremban,  
Date: 24<sup>th</sup> June 2020

**BADAN PENGURUSAN BERSAMA PANGSAPURI LAMAN VILLA**

(Registration No. 0050)

(Registered in Malaysia)

**STATEMENTS OF FINANCIAL POSITION AS AT 31 DECEMBER 2019**

	Note	2019 RM	2018 RM
<b>ASSETS</b>			
<b>Non-current asset</b>			
Property, plant and equipment	3	1,532	2,667
<b>Current assets</b>			
Amount due from unit proprietors	4	2,071	65,397
Other receivable and deposits		37,642	35,829
Cash and cash equivalents	5	<u>183,392</u>	<u>265,286</u>
		<u>223,105</u>	<u>366,512</u>
<b>Current liabilities</b>			
Other payables and accruals		363,234	361,271
Amount due to Developer	6	<u>-</u>	<u>173,048</u>
		<u>363,234</u>	<u>534,319</u>
<b>NET CURRENT ASSETS</b>		<u>(140,129)</u>	<u>(167,807)</u>
		<u>(138,597)</u>	<u>(165,140)</u>
<b>FINANCED BY:</b>			
ACCUMULATED DEFICIT	7	(338,318)	(314,152)
Sinking fund	8	<u>199,721</u>	<u>149,012</u>
		<u>(138,597)</u>	<u>(165,140)</u>

The accompanying notes form an integral part of these financial statements.

**BADAN PENGURUSAN BERSAMA PANGSAPURI LAMAN VILLA**

(Registration No. 0050)

(Registered in Malaysia)

**STATEMENTS OF INCOME AND EXPENDITURE  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2019**

	Note	2019 RM	2018 RM
<b>INCOME</b>	9	<b>716,483</b>	<b>656,251</b>
OTHER INCOME	10	63,506	55,136
<b>EXPENDITURE</b>			
Cost of sales		<u>(618,633)</u>	<u>(453,723)</u>
<b>GROSS PROFIT</b>		<b><u>97,850</u></b>	<b><u>202,528</u></b>
LESS : EXPENSES			
Management fee		144,000	40,080
Provision for doubtful debt		32,099	255,152
Depreciation		1,724	1,704
Rental of office equipment		1,620	1,661
Printing and stationery		1,607	2,821
Auditor remuneration		1,500	1,300
Meeting expenses		1,223	-
License		692	1,384
Salaries		350	88,969
Professional costs		350	-
Underprovision previous year audit reimbursement		200	700
Bank charges		111	111
Petrol,toll and parking		66	1,320
Stamp duty		37	67
Resources		33	-
Postage		10	-
Refreshment		-	-
Overprovision previous year auditor remuneration		<u>(100)</u>	<u>(400)</u>
		<u>185,522</u>	<u>394,869</u>
<b>Deficit before taxation</b>		<b>(24,166)</b>	<b>(137,205)</b>
Taxation		<u>-</u>	<u>-</u>
<b>Net deficit for the financial year</b>		<b><u>(24,166)</u></b>	<b><u>(137,205)</u></b>

The accompanying notes form an integral part of these financial statements.

**BADAN PENGURUSAN BERSAMA PANGSAPURI LAMAN VILLA**

(Registration No. 0050)

(Registered in Malaysia)

**STATEMENT OF CHANGES IN EQUITY  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2019**

	<b>Sinking fund RM</b>	<b>Accumulated deficit RM</b>	<b>Total RM</b>
<b>Balance as at 31 December 2017</b>	<b>83,276</b>	<b>(176,947)</b>	<b>(93,671)</b>
Additional for the financial year	65,736	-	65,736
Net deficit for the financial year	<u>-</u>	<u>(137,205)</u>	<u>(137,205)</u>
<b>Balance as at 31 December 2018</b>	<b>149,012</b>	<b>(314,152)</b>	<b>(165,140)</b>
Additional for the financial year	50,709	-	50,709
Net deficit for the financial year	<u>-</u>	<u>(24,166)</u>	<u>(24,166)</u>
<b>Balance as at 31 December 2019</b>	<b><u>199,721</u></b>	<b><u>(338,318)</u></b>	<b><u>(138,597)</u></b>

The accompanying notes form an integral part of these financial statements.

**BADAN PENGURUSAN BERSAMA PANGSAPURI LAMAN VILLA**

(Registration No. 0050)

(Registered in Malaysia)

**STATEMENTS OF CASH FLOWS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2019**

	2019	2018
	RM	RM
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Cash receipts from residents	716,483	656,251
Cash receipts from unit proprietors	63,325	(27,336)
Cash receipts from other receivables and deposit	(1,814)	(8,370)
Cash payments to other payables and accruals	1,964	160,326
Depreciation	1,724	1,704
Cash payments to developer	(173,048)	-
Cash payments to employees and for administrative expenses	<u>(804,155)</u>	<u>(850,462)</u>
Cash used in operating activities	(195,521)	(67,887)
Other income	<u>63,506</u>	<u>55,136</u>
<i>Net cash used in operating activities</i>	<u>(132,015)</u>	<u>(12,751)</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Purchase of property, plant and equipment	(588)	(1,219)
Sinking fund	<u>50,709</u>	<u>65,736</u>
<i>Net cash generated from financing activities</i>	<u>50,121</u>	<u>64,517</u>
<b>Net (decrease) / increase in cash and cash equivalents</b>	(81,894)	51,766
<b>Cash and cash equivalents at beginning of the year</b>	<u>265,286</u>	<u>213,520</u>
<b>Cash and cash equivalents at end of the year</b>	<u><u>183,392</u></u>	<u><u>265,286</u></u>
<b>Cash and cash equivalents comprise:</b>		
Cash at bank	182,892	265,286
Cash in hand	<u>500</u>	-
	<u><u>183,392</u></u>	<u><u>265,286</u></u>

The accompanying notes from an integral part of these financial statements.

## **1. Principal activities and general information**

The objective of **Badan Pengurusan Bersama Pangsapuri Laman Villa** is to maintenance and upkeep the common property of Pangsapuri Laman Villa located at Senawang, Seremban Negeri Sembilan.

Pangsapuri Laman Villa was developed by Park Properties Sdn Bhd ("the Developer") a company incorporated in Malaysia and the business office is located at Penthouse A-10-P2 Plaza Mont' Kiara 2 Jalan Kiara Mont' Kiara 50480 Kuala Lumpur.

The financial statements were authorised for issue by the Board of Park Properties Sdn Bhd on 24<sup>th</sup> June 2020.

## **2. Basis of preparation and significant accounting policies**

### **2.1 Compliance**

The financial statements of the JMB have been prepared in accordance with the Malaysian Private Entities Reporting Standard ("MPERS") and the Strata Management Act, 2013 in Malaysia.

### **2.2 Presentation currency**

The currency expressed in the financial statements is in Ringgit Malaysia and the amounts are expressed in units of Ringgit ("RM").

### **2.3 Basis of accounting**

The financial statements of the Funds' have been prepared under the historical cost convention and in accordance with cash receipts and disbursements basis accounting.

## **2. Basis of preparation and significant accounting policies (cont'd)**

### **2.4 Revenue recognition**

Maintenance fees and other fixed charges are payable monthly at the end of each month. Only those fees and charges which are attributable to the current financial period is recognized as income. Other miscellaneous receipts are recognized on cash receipt basis.

### **2.5 Cash and cash equivalents**

Cash and cash equivalents consist of cash in hand and cash at bank.

### **2.6 Financial instruments**

Financial instruments carried on the balance sheet include cash and bank balances, receivables and payables. The recognition methods adopted are disclosed in the respective accounting policy statements.

### **2.7 Maintenance charges and sinking fund**

Maintenance charges are recognized on accruals basis. Sinking fund is accounted for on a receivables basis.

### **2.8 Receivables**

Receivables are carried anticipated realizable values. Bad debts are written-off when identified. An estimate is made for doubtful debts based on review of all outstanding amounts as at the balance sheet date.

### **2.9 Payables**

Payables are stated at the fair value of the consideration to be paid in the future for goods and services received.



## 2. Basis of preparation and significant accounting policies (cont'd)

### 2.10 Property, plant and equipment and depreciation

Property, plant and equipment are stated at cost modified by the revaluation of certain property less accumulated depreciation and impairment loss, if any. The carrying amounts of property, plant and equipment are reviewed at each balance sheet date to determine whether there is any indication of impairment. An impairment loss is recognized as an expense in the income statement. Depreciation is provided on the straight-line method in order to write off the cost of each asset to its residual value over its estimated useful life. Depreciation of an asset does not cease when the assets becomes idle or is retired from active use unless the asset is fully depreciated.

The principal rates used are as follows:-

Computer and software	20%
Office equipment	20%

Upon disposal of an item of property, plant and equipment, the difference between the net disposal proceeds and the net carrying amount is recognized in the income statement and the revaluation reserve related to those assets, if any, is transferred directly to retained profits.

## 3. Property, plant and equipment

	Computer and software RM	Office equipment RM	Total RM
<b>COST</b>			
At beginning of the year	4,999	3,098	8,097
Additions	-	588	588
At end of the year	<u>4,999</u>	<u>3,686</u>	<u>8,685</u>
<b>ACCUMULATED DEPRECIATION</b>			
At beginning of the year	3,085	2,345	5,430
Charge for the year	999	725	1,724
At end of the year	<u>4,084</u>	<u>3,070</u>	<u>7,154</u>
<b>NET BOOK VALUE</b>			
2019	<u>915</u>	<u>616</u>	<u>1,531</u>
2018	<u>1,914</u>	<u>753</u>	<u>2,667</u>
<b>Depreciation charge</b> for the year 2018	<u>817</u>	<u>887</u>	<u>1,704</u>

**4. Amount due from unit proprietors**

The amount due from unit proprietors is presumably include maintenance charges, sinking fund, water charges, late payment interests and other charges owing to the developer prior to handover to the JMB.

**5. Cash and cash equivalents**

	<b>2019</b>	<b>2018</b>
	RM	RM
Cash at bank	182,892	265,286
Cash in hand	500	-
	<u>183,392</u>	<u>265,286</u>

**6. Amount due to Developer**

The amount due to developer is unsecured, interest free and has no fixed terms of repayment.

**7. Accumulated deficit**

	<b>2019</b>	<b>2018</b>
	RM	RM
At beginning of the financial year	(314,152)	(176,947)
Add: Net deficit for the financial year	<u>(24,166)</u>	<u>(137,205)</u>
At end of the financial year	<u>(338,318)</u>	<u>(314,152)</u>

**8. Sinking fund**

	<b>2019</b>	<b>2018</b>
	RM	RM
At beginning of the financial year	149,012	83,276
add: Contribution during the year	<u>50,709</u>	<u>65,736</u>
At end of the financial year	<u>199,721</u>	<u>149,012</u>

**9. Revenue**

The revenue represents the invoice valued from monthly maintenance services after taken up discount during the financial year under review.

**10. Other income**

	<b>2019</b>	<b>2018</b>
	RM	RM
Insurance refund	25,801	30,239
Quit rent	13,910	13,917
Rental of premise	12,960	4,850
Resident access card	10,835	6,130
	<u>63,506</u>	<u>55,136</u>

**11. Events subsequent to balance sheet date**

In January 2020, the World Health Organization (“WHO”) has declared the outbreak of a novel coronavirus (“COVID-19”) as a “Public Health Emergency on International Concern” which later on 12 March 2020 announced the outbreak a pandemic. The outbreak continues to spread throughout the world and has adversely impacted global commercial activities and contributed to significant declines and volatility in trades. On 18 March 2020, the Malaysian government has imposed the Movement Control Order (“MCO”) which created disruption in supply chain and adversely impacting many industries.

As at the date of this report, the pandemic has yet to run its full course and the situation remains fluid. Due to the unpredictability associated with the COVID-19 outbreak and any further contingency measures that may be put in place by the governments and various private corporations, the potential financial impact of the COVID-19 outbreak on the Company’s financial statements could not be reasonably estimated at this juncture. However, the Board of Directors will continuously assess the impact of COVID-19 on its operations and financial performance of the Company.

**12. Comparative figure**

Certain comparative figures have been reclassified to conform with current year’s presentation.



# PEMBAENTANGAN LAPORAN KEWANGAN (JANUARI - OGOS 2020)

# 4

**PERBADANAN PENGURUSAN PANGSAPURI LAMAN VILLA**  
**PENYATA KEUNTUNGAN ATAU KERUGIAN PADA JANUARI HINGGA OGOS 2020**

		Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Ogs-20	total
<b>BILLING</b>		RM	RM	RM	RM	RM	RM	RM	RM	RM
1	Services Charges	59,637.60	59,637.60	59,637.60	59,637.60	59,637.60	59,637.60	59,637.60	59,637.60	536,738.40
2	Sinking Fund	5,973.80	5,973.80	5,973.80	5,973.80	5,973.80	5,973.80	5,973.80	5,973.80	53,764.20
3	Tadika Rental	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	7,200.00
4	Others- Rental Hall		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	Others- Quit Rent		13,855.20							
6	Others- Clamp	0.00								-
7	Others- Visitor Clamp									-
8	Other Fire Insurans VA								32,604.90	
<b>Total Billing</b>		<b>66,411.40</b>	<b>80,266.60</b>	<b>66,411.40</b>	<b>66,411.40</b>	<b>66,411.40</b>	<b>66,411.40</b>	<b>66,411.40</b>	<b>99,016.30</b>	<b>597,702.60</b>

		RM	RM	RM	RM	RM	RM	RM	RM	RM
<b>COLLECTION</b>		RM	RM	RM	RM	RM	RM	RM	RM	RM
1	Services Charges	11,161.15	37,540.80	51,593.10	47,122.71	61,583.00	53,003.90	79,964.45	40,500.85	382,469.96
2	Sinking Fund	1,135.55	3,731.00	5,236.00	5,105.89	6,257.05	5,710.10	8,133.25	4,047.70	39,356.54
3	Others-quit rent	11.90	2,418.40	2,332.70	1,446.80	2,074.15	907.70	527.20	521.40	10,240.25
4	Other Fire Insurans	0.00	528.20	466.30	842.50	512.60	269.60	1,665.80	5,151.65	9,436.65
5	Others-Tadika Rental	0.00	1,600.00	0.00	800.00	1,200.00	2,000.00	1,200.00	2,000.00	9,600.00
6	Others- Rental Hall	0.00	1,850.00	0.00	0.00	0.00	0.00	650.00	600.00	130.00
7	Others- Clamp	0.00	200.00	0.00	50.00	150.00	100.00	150.00	250.00	650.00
8	Others- Stickers	0.00	75.00				0.00			
9	Others- Access Kad	0.00	290.00	60	20	250.00	130.00	450	240.00	240.00
10	Others- Visitor Clamp	0.00				50.00	150.00	150	0.00	
11	Other -Open Credit	0.00		1358.9	584.9	230.70	0.00	1794.15	538.45	
12	Others- unknown Payment	3.00	1,274.90	1763.8	2403.5	522.8	220.30	1696.4	965.65	
<b>Total Collection</b>		<b>12,311.60</b>	<b>49,508.30</b>	<b>62,810.80</b>	<b>58,376.30</b>	<b>72,830.30</b>	<b>62,491.60</b>	<b>96,381.25</b>	<b>54,815.70</b>	<b>451,883.40</b>
<b>Percentage</b>		<b>18.54%</b>	<b>61.68%</b>	<b>94.58%</b>	<b>87.90%</b>	<b>109.67%</b>	<b>94.10%</b>	<b>145.13%</b>	<b>55.36%</b>	

		RM	RM	RM	RM	RM	RM	RM	RM	RM
<b>FIXED EXPENSES</b>		RM	RM	RM	RM	RM	RM	RM	RM	RM
1	Cleaning Services - Senawang landscaping services	2,400.00	2,400.00	2,400.00	2,400.00	2,750.00	2,400.00	2,400.00	2,400.00	19,550.00
2	Management Services - HBE MANAGEMENT SERVICES	4,882.60	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	92,382.60
3	Security Services - Full Force Security	17,458.20	17,458.20	17,458.20	17,458.20	17,458.20	17,458.20	17,458.20	17,362.80	122,112.00
4	Elevator Maintenance - Mitsubishi ELEVATOR (M) SDN BHD	6,300.00	6,300.00	6,300.00	7,200.00	7,200.00	7,200.00	7,200.00	0.00	47,700.00
<b>Total Expenses</b>		<b>31,040.80</b>	<b>38,658.20</b>	<b>38,658.20</b>	<b>39,558.20</b>	<b>39,908.20</b>	<b>39,558.20</b>	<b>39,558.20</b>	<b>32,262.80</b>	<b>281,744.60</b>

		RM	RM	RM	RM	RM	RM	RM	RM	RM
<b>VARIABLE EXPENSES</b>		RM	RM	RM	RM	RM	RM	RM	RM	RM
1	General repairs and maintenance	835.00	0.00	422.30	1,600.00	642.00	1,150.00	461.00	32.00	5,142.30
2	Management Services - park properties Januari 2020	12,000.00						12,000.00		24,000.00
3	General repairs and maintenance /Tools	1,890.00	100.00		1,199.00	196.40	920.05			4,305.45
4	Cleaning Services - 2 female general workers (PPSB)	3,458.25	3,591.00		3,705.00	3,363.00	3,277.50	4,203.75	4,674.00	26,272.50
5	Cleaning Services - wages of two(2) cleaner January	3,053.00	2,870.25	3,106.75	2,999.25	2,859.50	2,386.50	1,247.00	1,363.00	19,885.25
6	Petty Cash-Office Expenses	369.95			381.00	816.40	245.00	829.80	444.55	3,086.70
7	Petty Cash-Printing and stationary	457.67							445.60	903.27
8	Cleaner equipment	286.90	394.10	424.40	285.10	231.30			427.10	2,048.90
9	Elevator Maintenance - Mitsubishi ELEVATOR (M) SDN BHD			7,200.00						7,200.00
10	Water - SYRKT BEKALAN AIR NEGERI SEMBILAN (SAINS)	682.70	353.95	353.95	708.30	723.90	682.70	57.75	30.00	3,593.25
11	Electricity - TENAGA NASIONAL BERHAD	17,104.51	6,095.29			42,636.95	5,573.65		0.00	71,410.40
12	Petty Cash-Hall Expenses		100.00						105.00	205.00
13	Petty Cash- Repairing Ram / Barrier Sistem			300.00				80.00		380.00
14	Others- Expenses Installation System UBS / Admin PC		5,000.00		2,390.00					7,390.00
15	MPS- Quit Rent / Audit 2019/ JKPP		13,797.00				1,700.00	692.00		0.00
16	Other- Indah Water		48.00							0.00
17	Other expenses-SIGNBOARD	303.80					1,160.00	2,000.00		900.00
18	Other expenses		50.00							
19	Other expenses (VA Insurance new policy 2020-2021)							11,458.85		11,458.85
19	Other expenses (Guard House - Change Window Glass)								120.00	120.00
20	Other expenses Main Hole cover		87.50							87.50
21	Other expenses (Indah Water)						96.00	64.00		
22	Other expenses (Majlis Bandaraya Seremban)							173.60		
23	Other expenses (Tinted in guard house)							1,323.00		
24	Other expenses (Deposit for rectification work for entrance rooftop)							2,426.70		
25	Petty Cash-Office Expenses refill sanitizer /Fire Extinguisher			260.00			4,600.00			4,860.00
26	Other expenses - 1 Month Rental Staging For Maintenance Post Guard							266.00		
27	Petty Cash-Sanitizer /Cleaner Equipment Lift (covid 19)			461.40						461.40
<b>Total Expenses</b>		<b>40,441.78</b>	<b>32,487.09</b>	<b>12,528.80</b>	<b>13,267.65</b>	<b>51,469.45</b>	<b>21,695.40</b>	<b>33,392.15</b>	<b>11,628.55</b>	<b>175,823.02</b>

<b>Profit or ( Loss )</b>	<b>-59,170.98</b>	<b>-21,636.99</b>	<b>11,623.80</b>	<b>5,550.45</b>	<b>-18,547.35</b>	<b>1,238.00</b>	<b>23,430.90</b>	<b>10,924.35</b>	<b>-5,684.22</b>
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<b>Opening Balance</b>	<b>246,203.19</b>	<b>187,032.21</b>	<b>165,395.22</b>	<b>177,019.02</b>	<b>182,569.47</b>	<b>164,022.12</b>	<b>165,260.12</b>	<b>188,691.02</b>	
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<b>Bank Balance</b>	<b>187,032.21</b>	<b>165,395.22</b>	<b>177,019.02</b>	<b>182,569.47</b>	<b>164,022.12</b>	<b>165,260.12</b>	<b>188,691.02</b>	<b>199,615.37</b>	
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# KIRAAAN CAJ SELENGGARA MENGIKUT AKTA 757

# 5

**BAJET KEWANGAN 2020**  
**PERBADANAN PENGURUSAN PANGSAPURI LAMAN VILLA**

BIL.	PERKARA	TEMPOH KONTRAK	BULANAN	BULANAN	BULANAN	NOTA
<b>A) Ejen Pengurusan Bangunan</b>						
1	Pengurusan	Bulanan		12,500.00	12,500.00	
2	Keselamatan (Full Force Security)	Bulanan		17,458.20	17,458.20	
3	Lanskap (In-House)	Bulanan		2,400.00	2,400.00	
4	Pembersihan (In-House)	Bulanan		6,600.00	6,600.00	
<b>Jumlah Ejen Pengurusan Bangunan</b>				<b>38,958.20</b>	<b>38,958.20</b>	
<b>B) Pembekal Perkhidmatan</b>						
5	Servis Lif	Bulanan		7,200.00	7,200.00	
6	Kolam Renang	Bulanan				
7	Jurutera Kompeten	Bulanan		300.00	300.00	
8	Chargeman	Bulanan		1,500.00	1,500.00	
9	Kawalan Serangga	Bulanan		250.00	250.00	
10	Sistem Penggera Kebakaran	Suku Tahun		400.00	400.00	
11	Bilik Low Voltage (LV)	Tahunan		500.00		
12	Barrier Gate	Bulanan				
<b>Jumlah Pembekal Perkhidmatan</b>				<b>10,150.00</b>	<b>9,650.00</b>	
<b>C) Pentadbiran</b>						
13	Akauntan	Tahunan		550.00	550.00	
14	Auditor	Tahunan		300.00	300.00	
<b>Jumlah Pentadbiran</b>				<b>850.00</b>	<b>850.00</b>	
<b>D) Keperluan Akta 757</b>						
15	Insuran Kebakaran	Tahunan		2,166.67		
16	JKKP (Jabatan Keselamatan dan Kesihatan Pekerja)	Tahunan		260.00	260.00	
17	ST (Suruhanjaya Tenaga)	Tahunan		92.00	92.00	
18	Quit Rent	Tahunan		1,149.75		
<b>Jumlah Keperluan Akta 757</b>				<b>3,668.42</b>	<b>352.00</b>	
<b>E) Utiliti</b>						
19	IWK (Indah Water)	Setengah Tahun		48.00	48.00	
20	Telefon/Internet	Bulanan		300.00		
21	Tenaga Nasional Berhad	Bulanan		13,000.00	13,000.00	
22	SAINS (Common)	Bulanan		700.00	700.00	
23	SAINS (Bomba)	Bulanan		36.00	36.00	
<b>Jumlah Utiliti</b>				<b>14,084.00</b>	<b>13,784.00</b>	
<b>F) Lain-Lain Perkara</b>						
24	Perbelanjaan Lain-lain (Tunai)	Bulanan		500.00	500.00	
25	Mesin Fotokopi	Bulanan		500.00		
26	Perbelanjaan Pejabat	Bulanan		200.00		
27	Perbelanjaan Mesyuarat	Bulanan / Tahunan		200.00	200.00	
28	Caj Bank	Bulanan		20.00	20.00	
<b>Jumlah Lain-Lain Perkara</b>				<b>1,420.00</b>	<b>720.00</b>	
<b>JUMLAH PERBELANJAAN</b>				<b>69,130.62</b>	<b>64,314.20</b>	
29	Kerja-kerja Selenggara Tambahan	Bulanan		2,000.00	2,000.00	
<b>JUMLAH KESELURUHAN</b>				<b>71,130.62</b>	<b>66,314.20</b>	

PENGIRAAN CAJ SELENGGARA & WANG PENJELAS

PERKARA			ASAL Disahkan oleh Pemaju	CADANGAN Dibentangkan di AGM 20.09.2020	CADANGAN Dibentangkan di AGM 20.09.2020
Jumlah Perbelanjaan Tahunan			709,684.20	853,567.44	795,770.40
Jumlah Perbelanjaan Bulanan (A)			59,140.35	71,130.62	66,314.20
Jumlah Komitmen Tunggakan Bulanan (B)					
Jumlah Syer Unit (C)			48,288.00	48,288.00	48,288.00
Per Unit Syer (RM)	$\frac{A + B}{C}$		1.22	1.47	1.37
Caj Selenggara	Blok A (125 unit)	Syer Unit : 97 (125 unit)	118.80	142.89	133.21
Wang Penjelas			11.88	14.29	13.32
			130.68	157.17	146.53
Caj Selenggara	Blok B (125 unit)	Syer Unit : 97 (125 unit)	118.80	142.89	133.21
Wang Penjelas			11.88	14.29	13.32
			130.68	157.17	146.53
Caj Selenggara	Blok C (125 unit)	Syer Unit : 192 (1 unit)	235.15	282.83	263.67
Wang Penjelas			23.52	28.28	26.37
			258.67	311.11	290.04
		Syer Unit : 94 (36 unit)	118.80	138.47	129.09
			11.88	13.85	12.91
			130.68	152.31	142.00
		Syer Unit : 96 (88 unit)	118.80	141.41	131.84
			11.88	14.14	13.18
			130.68	155.55	145.02
Caj Selenggara	Blok D (125 unit)	Syer Unit : 192 (1 unit)	235.15	282.83	263.67
Wang Penjelas			23.52	28.28	26.37
			258.67	311.11	290.04
		Syer Unit : 94 (38 unit)	118.80	138.47	129.09
			11.88	13.85	12.91
			130.68	152.31	142.00
		Syer Unit : 96 (86 unit)	118.80	141.41	131.84
			11.88	14.14	13.18
			130.68	155.55	145.02
Caj Selenggara	Jumlah Kutipan (80%)		47,706.16	56,911.57	53,057.95
Wang Penjelas			4,770.62	5,691.16	5,305.80
			52,476.78	62,602.72	58,363.75
Caj Selenggara	Jumlah Kutipan (90%)		53,669.43	64,025.51	59,690.20
Wang Penjelas			5,366.95	6,402.55	5,969.02
			59,036.38	70,428.06	65,659.22
Caj Selenggara	Jumlah Kutipan (100%)		59,632.70	71,139.46	66,322.44
Wang Penjelas			5,963.27	7,113.95	6,632.24
			65,595.97	78,253.40	72,954.68





# PEMBAHASAN LAPORAN PENYELENGGARAAN

# 9

## 1) Mechanical and Electrical

Month : February 2020	
06/02/2020	pengantian kunci pintu tandas pos pengawal
14/02/2020	mbaiki (Gate Barrier ) yang tidak berfungsi
18/02/2020	main hole Paip sinki tersumbat
Month : March 2020	
Dec 19 -20/03/2020	memantau kerja pemasangan alatan Lift Blok A yang rosak
09/03/2020	kawasan Paip common area sumbat unit C
Month : April 2020	
22/05/2020	pertukaran bateri untuk Fire Alarm Blok A,C dan D
26/05/2020	mbaiki fius lampu di lobi Blok C
Month : Julai 2020	
10/07/2020	mbuat semakan dan servis bulan Fire Pump Room
13/07/2020	pertukaran getah untuk Lift Blok B
16/07/2020	mbaiki penyambungan Barrier Gate
21/07/2020	pertukaran Fius yang Terbakar di TNB Riser
Month : August 2020	
18/08/2020	mbuat pendawaian semula CCTV

## 2) Complaint

Month : February 2020	
09/02/2020	mbaiki cat yang tertanggal setiap Blok
Month : April 2020	
07/04/2020	mgecat semula cat dikawasan lobi tertanggal Blok A
07/04/2020	mgecat semula cat dikawasan lobi tertanggal Blok B
07/04/2020	mgecat semula cat dikawasan lobi tertanggal Blok C
07/04/2020	mgecat semula cat dikawasan lobi tertanggal Blok D
Month : June 2020	
05/06/2020	kerusakan butang lift
09/06/2020	mbaiki paip bocor
Month : Julai 2020	
01/07/2020	mbaiki cat yang tertanggal setiap Blok A,B,C dan D
29/07/2020	penukaran cermin pada tingkap C-G-12
29/07/2020	pertukaran cermin yang retak di Pos Pengawal
Month : August 2020	
11/08/2020	mbaiki cermin dewan yang Pecah
18/08/2020	pemasangan tinted Di pos pengawal

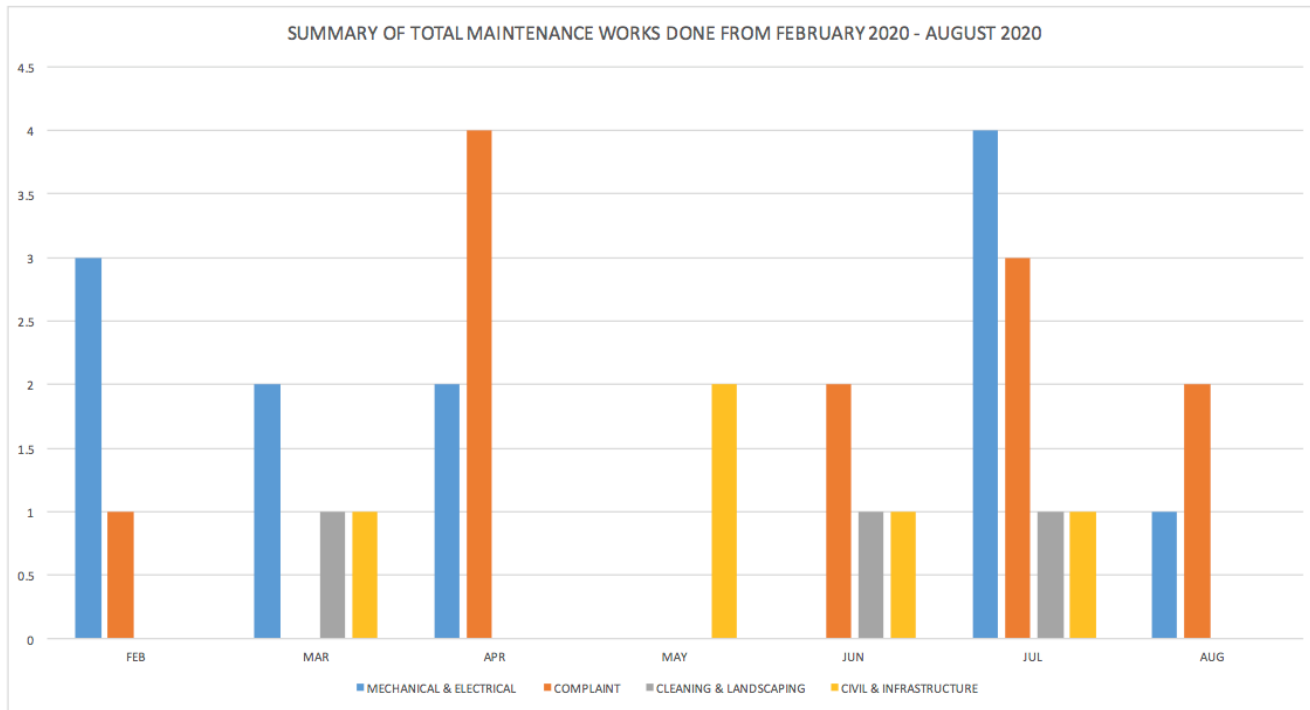
## 3) Cleaning And Landscape

Month : March 2020	
09/03/2020	membuka bumbung sampah kitar semula
Month : June 2020	
11/06/2020	memasang papan notis di pos pengawal
Month : Julai 2020	
29/07/2020	pertukaran papan tanda pelawat dan penduduk

## 4) Civil And Infrastructure

Month : March 2020	
10/03/2020	mbaiki kerosakan bumbung Fire Pump House
Month : May 2020	
21/05/2020	kemaskini tarikh luput atas pemadam api
28/05/2020	kemaskini lesen JKPP A,B dan C
Month : June 2020	
10/06/2020	memperbaharui permit alat pemadam api semua Blok dewan serta surau
Month : Julai 2020	
29/07/2020	Saluran Kumbahan Blok C dan D tersumbat

TYPE	FEB	MAR	APR	MAY	JUN	JUL	AUG
MECHANICAL & ELECTRICAL	3	2	2	0	0	4	1
COMPLAINT	1	0	4	0	2	3	2
CLEANING & LANDSCAPING	0	1	0	0	1	1	0
CIVIL & INFRASTRUCTURE	0	1	0	2	1	1	0





# PEMILIHAN AHLI JAWATANKUASA JMB 2020/2021

# 7



# USUL, CADANGAN & PENAMBAHBAIKAN

# 8



# PERTAMBAHAN UNDANG-UNDANG KECIL PANGSAPURI LAMMAN VILLA

# 9

AKTA PENGURUSAN STRATA 2013

PERATURAN-PERATURAN PENGURUSAN STRATA  
(PENYENGGARAAN DAN PENGURUSAN) 2015

**BORANG 5**

[Peraturan 12]

**NOTIS MESYUARAT AGUNG TAHUNAN KALI KE-4  
BADAN PENGURUSAN BERSAMA PANGSAPURI LAMAN VILLA**

Kepada:

Semua pembeli dalam Pangsapuri Laman Villa

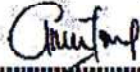
**NOTIS ADALAH DENGAN INI DIBERI BAHAWA** Mesyuarat Agung Tahunan Kali Ke-4 bagi semua pembeli dalam Pangsapuri Laman Villa dipanggil di bawah subseksyen 18(3) Akta Pengurusan Strata 2013 ("Akta"), akan diadakan di **Dewan Serbaguna Laman Villa**, pada **Ahad, 20 September 2020**, jam **10.00 pagi** bagi tujuan yang berikut:

**AGENDA**

- 1) Untuk melantikan pengerusi mesyuarat;
- 2) Untuk mengesahkan minit mesyuarat AGM terdahulu kali ke-3 yang diadakan pada 12 Januari 2019 ;
- 3) Untuk membentangkan laporan akaun teraudit bagi tahun 2019 ( 01 Januari 2019 sehingga 31 Disember 2019) bagi akaun penyelenggaraan dan akaun kumpulan wang penjelas yang disediakan oleh seorang juruaudit syarikat yang diluluskan dan dilantik oleh pihak Badan Pengurusan Bersama;
- 4) Untuk menentukan bilangan anggota jawatankuasa Badan Pengurusan Bersama dan untuk memilih anggota jawatankuasa Badan Pengurusan Bersama bagi sesi Ke-4 tahun 2020/2021; (minima 3 unit petak dan tidak melebihi 14 unit petak)
- 5) Untuk meminda undang-undang kecil;
  - I. Penstrukturan semula caj penyelenggaraan.
  - II. Penggunaan aplikasi sistem keselamatan (kad akses).
  - III. Pengesahan pelawat melalui panggilan telefon kepada pemilik.
  - IV. Larangan menjadikan unit rumah kepada asrama.
  - V. Parkir pelawat dan tambahan petak parkir akan dibuat sewaan kepada unit yang layak.
- 6) Untuk membentangkan laporan aktiviti sepanjang tempoh bulan Februari 2020 sehingga Ogos 2020;
- 7) Untuk membaca usul-usul tambahan;
- 8) Penangguhan mesyuarat;

**AMBIL PERHATIAN SELANJUTNYA BAHAWA** mana-mana pembeli boleh, dengan notis secara bertulis yang dihantar ke pejabat pengurusan di alamat yang disebutkan di sini, tidak kurang daripada tujuh hari sebelum masa mengadakan mesyuarat, menghendaki suatu usul dimasukkan sebagaimana yang dinyatakan dalam notis itu dalam agenda mesyuarat agung tahunan ini.

Bertarikh : **25 Ogos 2020**



.....  
**Mohd Aminnallah Bin Mohd Noor**  
**Pengerusi**

**Badan Pengurusan Bersama Pangsapuri Laman Villa**

Badan Pengurusan Bersama (JMB)  
Pangsapuri Laman Villa  
A-G-14, Blok A, Pangsapuri Laman Villa,  
Jalan Taman Bandar Senawang,  
70450 Seremban, Negeri Sembilan D.K.

s.k : - AJK Badan Pengurusan Bersama Pangsapuri Laman Villa

- HBE Management Services
- Pesuruhjaya Bangunan (COB) Majlis Perbandaran Nilai (MPS)