

**Date: 08/09/2020**

To,  
The Members of the Board,  
The Byke Hospitality Limited.

Dear Sir/Madam,

Notice is hereby given that a Meeting of Board of Directors of The Byke Hospitality Limited is scheduled to be held on **Monday, September 14, 2020 at 03.00 P.M.** through video conferencing.

The Agenda of the business to be transacted at the Meeting is enclosed herewith.

Thanking You,

Yours Faithfully,

**For The Byke Hospitality Limited**

**Sd/-**  
**(Ankita Sharma)**  
**Company Secretary and Compliance Officer.**

**BOARD MEETING**

**DATE:** September 14, 2020

**DAY:** Monday

**TIME:** 03:00 P.M.

**AGENDA**

<b>AGENDA ITEM</b>	<b>PARTICULARS</b>
1.	To elect Chairman for the Meeting.
2.	To consider leave of absence, if any.
3.	To note and confirm Minutes of Meeting of the Board of Directors held on July 29, 2020.
4.	To note the Minutes of Meeting of the Audit Committee held on July 29, 2020.
5.	To note the Minutes of Meeting of Stakeholder's Relationship Committee held on July 29, 2020.
6.	To take note of the CEO and CFO Certificate in compliance with regulation 33(2)(a) of the Listing Obligation and Disclosure Requirement Regulation, 2015.
7.	To Consider, Discuss and Adopt the Unaudited Financial Results For Quarter ended June 30, 2020 & to note the Limited Review Report of Statutory Auditors in respect of Unaudited Financial Results for the quarter ended June 30, 2020.
8.	To review operations of the company for the quarter ended on June 30, 2020.
9.	To take note of the Reconciliation of Share Capital Audit Report in compliance with Regulation 55A of the SEBI (Listing Obligation & Disclosure Requirement), 2015 for the Quarter ended June 30, 2020.
10.	To fix date and time for the 30 <sup>th</sup> Annual General Meeting of the Company and to consider and approve the Draft Notice for the 30 <sup>th</sup> Annual General Meeting of the company.
11.	To consider and approve the Draft Director's Report and Corporate Governance Report for the year ended March 31, 2020.
12.	To fix Book Closure date for the purpose of forth Coming Annual General Meeting.
13.	To consider and approve ratification of appointment of Statutory Auditor for the financial year 2020-21.

14.	To consider and approve appointment of Internal Auditor for the financial year 2020-21.
15.	To consider and approve appointment of Secretarial Auditor for the financial year 2020-21.
16.	To consider the appointment of scrutinizer for the process of e-voting at the forthcoming Annual General Meeting.
17.	To take note of the Compliance Report as on September 14, 2020.
18.	To consider any other business with permission of the Chair.

**AGENDA ITEM -1**

**TO ELECT CHAIRMAN FOR THE MEETING.**

**AGENDA ITEM - 2**

**TO GRANT LEAVE OF ABSENCE TO DIRECTORS:**

Leave of Absence will be granted to those Director(s) who have expressed their inability due to some unavoidable circumstances to attend the Board Meeting.

**AGENDA ITEM – 3**

**TO NOTE AND CONFIRM MINUTES OF MEETING OF THE BOARD OF DIRECTORS HELD ON JULY 29, 2020:**

The Board is requested to confirm and approve the Minutes of Meeting of the Board of Directors of the Company held on July 29, 2020.

**AGENDA ITEM – 4**

**TO NOTE THE MINUTES OF MEETING OF AUDIT COMMITTEE HELD ON JULY 29, 2020:**

The Board is requested to take note of the Minutes of the Meeting of the Audit Committee held on July 29, 2020.

**AGENDA ITEM – 5**

**TO NOTE THE MINUTES OF MEETING OF STAKEHOLDERS RELATIONSHIP COMMITTEE HELD ON JULY 29, 2020:**

The Board is requested to take note of the Minutes of the Meeting of the Stakeholders Relationship Committee held on July 29, 2020.

**AGENDA ITEM – 6**

**TO TAKE NOTE OF THE CEO & CFO CERTIFICATE IN COMPLIANCE WITH REGULATION 33(2)(A) OF THE LISTING OBLIGATION & DISCLOSURE REQUIREMENTS REGULATIONS, 2015:**

The Board is requested to take note of the CEO & CFO Certificate in compliance with Regulation 33(2)(a) of the Listing Obligation & Disclosure Requirements Regulations, 2015.

**AGENDA ITEM – 7**

**TO CONSIDER AND APPROVE THE UN-AUDITED FINANCIAL RESULTS FOR THE QUARTER ENDED ON JUNE 30, 2020 AND NOTE THE LIMITED REVIEW REPORT THEREON.**

In accordance with Clause 33 (3) of the Listing Obligation & Disclosure Requirements Regulations, 2015, the Company is required to publish the Un-audited Standalone Financial Results of the Company within a period of 45 days from the date of closure of the Quarter. SEBI vide Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/140 dated July 29, 2020 has extended timeline for submission of financial results till September 15, 2020.

The Audit Committee shall review and consider the Un-audited Financial Results of the Company for the Quarter Ended June 30, 2020 & note the Limited Review Report and recommend the same for approval of the Board. Pursuant to Regulation 33 of the Listing Obligation & Disclosure Requirements, the Board is requested to consider and approve the financial results & note the Limited Review Report that will be placed before the Board & authorize Mr. Anil Patodia Managing Director of the Company to sign & submit information regarding results to Stock Exchange where shares of the Company are listed and to release the same for publication in the newspapers.

**AGENDA ITEM – 8**

**TO REVIEW OPERATIONS OF THE COMPANY FOR THE QUARTER ENDED ON JUNE 30, 2020:**

The Board is requested to note and take on record the activities and operations of the Company for the Quarter ended on June 30, 2020.

**AGENDA ITEM –9**

**TO TAKE NOTE OF THE RECONCILIATION OF SHARE CAPITAL AUDIT REPORT IN COMPLIANCE WITH REGULATION 55A OF THE SEBI (LISTING OBLIGATION & DISCLOSURE REQUIREMENT), 2015 FOR THE QUARTER ENDED JUNE 30, 2020:**

Certificate from Practising Company Secretary (M/s Suman Surekha & Associates) as per SEBI (Listing Obligation & Disclosure Requirement), 2015 for the Quarter ended June 30, 2020 has been submitted to the Stock Exchanges where shares of the Company are listed and copy of the same is attached for information of the Board.

**AGENDA ITEM – 10**

**TO FIX DATE AND TIME FOR THE 30TH ANNUAL GENERAL MEETING OF THE COMPANY AND TO CONSIDER AND APPROVE THE DRAFT NOTICE FOR THE 30TH ANNUAL GENERAL MEETING OF THE COMPANY:**

It is proposed to hold 30<sup>th</sup> Annual General Meeting of the Company on \_\_\_\_\_, 2020 at \_\_\_\_\_ a.m./p.m. through Video Conferencing (VC)/ Other Audio Visual Means (OVAM) in accordance with the relevant

circulars issued by the Ministry of Corporate Affairs and Securities and Exchange Board of India. The Board is requested to approve draft notice convening the Annual General Meeting and pass the following resolution:

**“RESOLVED THAT** the 30<sup>th</sup> Annual General Meeting of the Company be convened on \_\_\_\_\_, 2020 at \_\_\_\_\_ a.m./p.m through Video Conferencing (VC)/ Other Audio Visual Means (OVAM) in accordance with the relevant circulars issued by the Ministry of Corporate Affairs and Securities and Exchange Board of India and that the draft notice as placed before the Board, for convening the meeting be and is hereby approved and that the Company Secretary, be and is hereby authorised to sign the same and send to the members along with the Audited Accounts for the year ended March 31, 2020 and the reports of the Auditors’ and the Directors’ thereon”.

**AGENDA ITEM – 11**

**TO CONSIDER AND APPROVE THE DRAFT DIRECTOR’S REPORT AND CORPORATE GOVERNANCE REPORT FOR THE YEAR ENDED MARCH 31, 2020:**

The Directors’ Report and Corporate Governance Report for the financial year 2019-2020 are placed (to be tabled) in the meeting for consideration of the Board. The Board is requested to approve the same and pass the following resolution with or without modification(s):

**“RESOLVED THAT** the Directors’ Report and Management Discussion & Analysis Report and Corporate Governance Report for the year ended 31<sup>st</sup> March, 2020 as placed before the Board, be and are hereby approved and that Mr. Anil Patodia, Chairman and Managing Director and Mrs. Archana Patodia, Non-Executive Director of the Company be and is hereby authorized to sign the same on behalf of the Board of Directors of the Company.”

**AGENDA ITEM – 12**

**TO FIX BOOK CLOSURE DATE FOR THE PURPOSE OF FORTH COMING ANNUAL GENERAL MEETING:**

The Board is requested to discuss and fix the book closure date for the purpose of Annual General Meeting.

**AGENDA ITEM – 13**

**TO CONSIDER AND APPROVE RATIFICATION OF APPOINTMENT OF STATUTORY AUDITOR FOR THE FINANCIAL YEAR 2020-21:**

The Board is requested to consider and approve ratification of appointment of M/s. Borkar & Mazumdar, Chartered Accountants as Statutory Auditors of the Company for the financial year ending 31<sup>st</sup> March, 2021 and pass the following resolution, if thought fit:

**“RESOLVED THAT** pursuant to the provisions of Section 139,141, 142 and other applicable provisions, if any of the Companies Act, 2013 and the Companies (Audit and Auditor) Rules, 2014 (including statutory modification(s) or re-enactment thereof) and pursuant to the resolution passed by Members at the Twenty Sixth Annual General Meeting appointing M/s Borkar & Mazumdar., Chartered Accountants (Registration No. 101569W), as Auditors of the Company who shall hold office until the conclusion of 31st Annual General Meeting of the Company the Board hereby ratifies and confirms the appointment of M/s Borkar & Mazumdar, Charters Accountants as Statutory Auditors of the Company for the financial year ending 31st March 2021.”

**AGENDA ITEM – 14**

**TO CONSIDER & APPROVE APPOINTMENT OF INTERNAL AUDITOR FOR THE FINANCIAL YEAR 2020-21.**

As per the provisions of Section 138 of the Companies Act, 2013 and other applicable provisions if any, the Company is required to appoint an Internal Auditor. The Board is requested to consider and approve appoint of Internal Auditor for the financial year ending 31<sup>st</sup> March, 2021.

**AGENDA ITEM – 15**

**TO CONSIDER AND APPROVE APPOINTMENT OF SECRETARIAL AUDITOR FOR THE FINANCIAL YEAR 2020-2021.**

As per the provisions of Section 204(1) of the Companies Act, 2013 and other applicable provisions, if any, the Company is required to appoint a Secretarial Auditor. The Board is requested to consider and approve appointment of Secretarial Auditor for the financial year ending 31<sup>st</sup> March, 2021.

**AGENDA ITEM – 16**

**TO CONSIDER THE APPOINTMENT OF SCRUTINIZER FOR THE PROCESS OF E-VOTING AT THE FORTHCOMING ANNUAL GENERAL MEETING.**

The Company is offering e-voting facility to all its members, this requires appointment of a scrutinizer to scrutinize the process of e-voting. The Board is requested to consider and approve the appointment of scrutinizer for the process.

**AGENDA ITEM – 17**

**TO TAKE NOTE OF COMPLIANCE REPORT AS ON SEPTEMBER 14, 2020.**

The Board is requested to note and take on record of the Compliance Report as on September 14, 2020.

**AGENDA ITEM – 18**

**TO CONSIDER ANY OTHER BUSINESS WITH THE PERMISSION OF THE CHAIR.**