



CAPITAL TRADE

LINKS LTD.

CIN :L51909DL1984PLC019622

SHORTER NOTICE OF THE (03/2024-25) BOARD MEETING

To,
The Board of Directors,
Capital Trade Links Limited
102-103, First Floor, Surya Kiran Building
19 K.G. Marg, Connaught Place, Delhi -110001

Dear Sir/Ma'am,

Shorter Notice is hereby given that the **03rd Meeting (03/2024-25) of the Board of Directors** of Capital Trade Links Limited will be **held on Tuesday, 16th day of July, 2024 at 04:00 P.M. through video conferencing.** The Agenda of the business to be transacted at the Meeting is enclosed with this notice.

Meeting shall be conducted through Electronic Mode, and the link to attend the meeting shall be forwarded on the date of the meeting. In case you desire to participate through physical mode, please send a confirmation in this regard to Ms. Anupriya Ojha, E-mail cs@capitaltrade.in, Tel No. 8960114778 at least one day before the date of meeting, in order to make necessary arrangements.

Kindly make it convenient to attend the meeting.

By order of the Board of
For Capital Trade Links Limited

Ms. Anupriya Ojha
(Company Secretary)

Date: 12.07.2024
Place: Delhi

Encl: Agenda

**AGENDA FOR THE MEETING (03/2024-25) OF THE BOARD OF DIRECTORS OF THE
COMPANY**

Day : Tuesday
Date : 16.07.2024
Time : 04:00 P.M.
Venue/Mode : Electronic Mode/Video Conferencing

ITEM. NO.	PARTICULARS/AGENDA ITEMS
1.	Chairman of the meeting.
2.	Ascertainment of quorum and Leave of Absence, if any.
3.	Confirmation of the minutes of the previous meeting of the Board of Directors.
4.	Noting of Minutes of the Board Committees meeting.
5.	To consider and approve the Unaudited Financial Results for the quarter ended June 30 th , 2024
6.	To approve the draft Boards' Report for the Financial year ended March 31, 2024
7.	Approve the date, time, venue, mode and draft notice for convening the 39th Annual General Meeting (AGM) of the company
8.	Appointment of Mr. Atiuttam Singh, Company Secretary as the scrutinizer of AGM
9.	Approve cut-off date for Annual General Meeting
10.	Approve the dates for closure of registers of members and share transfer books
11.	To take note of the Investor Complaints Report submitted to the Stock Exchange for the quarter ended June 2024
12.	Any other item, if any, with the permission of the Chairman.

NOTES ON AGENDA FOR THE THIRD BOARD MEETING

ITEM NO. 1: CHAIRMAN

Mr. Krishan Kumar, Chairman of the company shall preside as Chairman of the meeting and proceed further to duly convene the meeting.

ITEM No. 2: ASCERTAINMENT OF THE QUORUM & LEAVE OF ABSENCE, IF ANY

The meeting will be called to order, If the requisite quorum will be present at the meeting. The Chairman will be requested to grant leave of absence, received if any.

ITEM No.3: CONFIRMATION OF THE MINUTES OF THE PREVIOUS BOARD MEETING

Minutes of the previous Board meeting shall be signed and approved by the Chairman of the meeting.

ITEM No. 4: NOTING OF MINUTES OF BOARD COMMITTEES MEETING

The Board members shall approve the minutes of the previous committee meetings.

ITEM No. 5: TO CONSIDER AND APPROVE THE UNAUDITED FINANCIAL RESULTS FOR THE QUARTER ENDED JUNE 2024

The Chairman shall present the Unaudited Financial Result for the quarter ended June 30, 2024 before the Board members of the company.

The recommendation of Audit Committee shall also be placed before the Board.

The Board will be requested to consider and approve the Un-Audited Financial Results of the Company for the quarter ended on June 30, 2024 notes thereof and significant/ material comments, transactions etc. and thereafter to pass the following resolution:

“RESOLVED THAT in compliance with Regulation 33 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the un-audited results for the quarter ended June 30, 2023 duly reviewed by the Audit Committee be and is hereby approved.

RESOLVED FURTHER THAT any Director or Company Secretary of the Company, be and is hereby authorised to sign the unaudited results along with Limited review report thereon by the statutory auditors of the company to the Stock Exchange within the prescribed time

from the conclusion of this meeting and to do all such acts and deeds as may be necessary in this regard.”

ITEM No. 6: TO APPROVE THE DRAFT BOARDS’ REPORT FOR THE FINANCIAL YEAR ENDED MARCH 31, 2024

On May 6, 2024, the board meeting of the company was held wherein first draft of board report was placed before the board members. Several modifications in the draft report was suggested by the esteemed members of board. All those suggestions have been suitable incorporated in the second draft of the directors’ report and the same will be placed before the board members for their approval in upcoming meeting. Board members may discuss and approve the following resolution.

“RESOLVED THAT pursuant to Section 134 of the Companies Act, 2013 the draft Board’s Report for the year ended 31st March, 2023, placed before the Board and authenticated by the Chairman be and is hereby approved for circulation among the shareholders.

FURTHER RESOLVED THAT the Board’s Report be signed by Mr. Krishan Kumar, Chairman of the company, for and on behalf of the Board and the Secretary of the company be directed to issue the same to the members of the company together with the copies of the audited standalone accounts and the Auditors’ Report thereon.

RESOLVED FURTHER THAT any Director or Company Secretary of the Company be and are hereby authorized severally to file necessary e-Forms with Registrar of Companies”

ITEM No. 7: APPROVE THE DATE, TIME, VENUE AND MODE FOR 39TH ANNUAL GENERAL MEETING OF THE COMPANY AND DRAFT NOTICE FOR CONVENING THE MEETING

The Chairman has proposed the holding of 39th Annual General Meeting of the Company on Tuesday, August 13, 2024 at 12:00 p.m. through Video Conferencing (VC)/ Other Audio-Visual Means (OAVM). The venue of the meeting shall be deemed to be the Registered office of the Company.

The draft Notice convening the ensuing Annual General Meeting is to be tabled before the Board for perusal. The Board has to consider the items of businesses as mentioned in the draft Notice to be transacted at the ensuing 39th AGM and approve the same.

The following resolution shall then be passed unanimously:

“RESOLVED THAT the consent of the Board of Directors of the company be and is hereby accorded to hold the 39th Annual General Meeting of the company on Tuesday, August 13, 2024 at 12:00 p.m. through Video Conferencing (VC)/ Other Audio- Visual Means (OAVM) at

venue deemed to be the Registered office of the Company and that the draft notice as placed before the Board, for convening the meeting be and is hereby approved.

RESOLVED FURTHER THAT any Director or Company Secretary of the Company, be and are hereby authorized to sign the same and dispatch to the members and other stakeholders along with the Audited Accounts and Auditor's Report for the financial year ending 31st March, 2024.

RESOLVED FURTHER THAT any Director or Company Secretary of the company, be and are hereby severally authorized to sign and submit required e-forms with the Registrar of Companies, and to do all such acts, as may be required."

ITEM No. 7: APPOINTMENT OF MR. ATIUTTAM PRASAD SINGH, COMPANY SECRETARY AS SCRUTINIZER

The Chairman shall place before the Board Members, a proposal to appoint Mr. Atiuttam Prasad Singh (F8719) to act as the scrutinizer of the company for conducting the Annual General Meeting through electronic means in a fair and transparent manner.

In accordance with the provisions of Rule 22(5) of the Companies (Management and Administration) Rules, 2014, a scrutinizer needs to be appointed who can conduct the electronic voting process in a fair and transparent manner.

Following resolution shall be requested to pass, after getting the consent of Board-

"RESOLVED THAT Mr. Atiuttam Prasad Singh, Practicing Company Secretary, Proprietor of M/s Atiuttam Singh and Associates (F8719), be and is hereby appointed as the scrutinizer for conducting the voting process in a fair and transparent manner."

ITEM No. 8: CONSIDER AND APPROVE THE CUT-OFF DATE FOR ANNUAL GENERAL MEETING

The Board has to approve the cut-off date of Annual General Meeting (AGM) in terms of Section 108 of the Companies Act, 2013, Rule 20 of Companies (Management and Administration) Rules, 2014 and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015. The Company shall provide its members the facility to exercise their votes electronically for transacting the items of business as is set out in the draft Notice convening the ensuring 39th AGM of the Company. Accordingly, the Board shall approve the cut-off date to determine the entitlement of voting rights of the members for e-voting.

The Board is requested to pass the following resolution:

“RESOLVED THAT the Cut-off date of the Company shall be Tuesday, August 06, 2024 for the purpose of determining the eligibility to vote by electronic means in Annual General Meeting scheduled to be held on Tuesday, August 13, 2024.”

ITEM No. 9: APPROVE THE DATES FOR CLOSURE OF REGISTER OF MEMBERS AND SHARE TRANSFER BOOKS

The Board has to approve the date of book closure under Section 91 of the Companies Act, 2013 by passing the following resolution.

The Board shall be requested to pass the following resolution:

“RESOLVED THAT the Register of Members and Transfer Books of the Company shall remain closed from Wednesday, August 07, 2024 to Tuesday, August 13, 2024 (both days inclusive) for the purpose of holding the Annual General Meeting of the Company, scheduled to be held on, Tuesday, August 13, 2024.”

ITEM No. 10: TO TAKE NOTE OF THE INVESTOR COMPLAINTS REPORT FORWARDED TO THE STOCK EXCHANGE FOR THE QUARTER ENDED JUNE 2024

Investor Complaints Report for the quarter ended June 2024 shall be tabled before Board Members at their meeting for their perusal.

ITEM NO. 11: ANY OTHER ITEM, IF ANY, WITH THE PERMISSION OF THE CHAIRMAN.

If any other business/es proposed to be placed before the Board then the same will be transacted accordingly with the permission of the chairman of the meeting.

**By order of the Board of
For Capital Trade Links Limited**

**Sd/-
Ms. Anupriya Ojha
(Company Secretary)**

**Date: 12.07.2024
Place: Delhi**