

The Management Corporation

Strata Title Plan No. 608

High Street Centre



# *41<sup>st</sup>* *AGM*



30<sup>th</sup> May 2025, 12.30 pm

Lounge 1883 at Level 1

Singapore Recreation Club at the Padang B Connaught Drive Singapore 179682

30<sup>th</sup> April 2025

To: All Subsidiary Proprietors / First Mortgagees  
The Management Corporation Strata Title Plan No. 608  
High Street Centre  
Singapore 179094

Dear Sir/Madam,

**NOTICE OF THE 41<sup>ST</sup> ANNUAL GENERAL MEETING  
THE MANAGEMENT CORPORATION STRATA TITLE PLAN NO. 608**

We are pleased to inform you that the 41<sup>st</sup> Annual General Meeting (AGM) of the Management Corporation Strata Title Plan No. 608 will be held on 30<sup>th</sup> May 2025 at 12.30 p.m. at **Lounge 1883 at Level 1, Singapore Recreation Club at the Padang, B Connaught Drive Singapore 179682.**

Registration will start from 12.00 noon.  
Lunch will be provided.

- 1) During the general meeting, kindly have with you this booklet which contains:
  - a) Notice & Agenda of the 41<sup>st</sup> Annual General Meeting.
  - b) Minutes of the 40<sup>th</sup> Annual General Meeting held on 31<sup>st</sup> May 2024.
  - c) 40<sup>th</sup> Management Council Report.
  - d) Audited Accounts.
  - e) Proposed Management Fund Budget and Sinking Fund Schedule 2025/2026.
  - f) Explanatory Notes & Excerpts from the Building Maintenance and Strata Management Act.
  - g) Nomination Form for the election of Council Members.
  - h) Proxy Form and Letter of Authority.
- 2) As this is an Annual General Meeting of the Management Corporation, a person shall be entitled to vote at the Meeting if he is the Subsidiary Proprietor (owner) or a Mortgagee in possession or a Receiver of the lot as shown on the strata roll. A First Mortgagee of a lot shall be entitled to vote if he chooses to and has notified his interest to the Management Corporation, and any vote cast by the Subsidiary Proprietor of that lot **shall not** be counted.
- 3) We like to highlight the following, which may be of interest to you for this AGM:
  - 3.1) **Quorum** – The required quorum is the number of Subsidiary Proprietors present at the meeting either in person or by proxy who own not less than 30% of the share values for all the lots in High Street Centre, i.e. 30% of 12,249. If no quorum of Subsidiary Proprietors is present within half an hour from the appointed time for the meeting, the meeting may be held as if a quorum is present if there are two or more Subsidiary Proprietors present in person.

- 3.2) **Proxy & Letter of Authority** – A vote on a motion submitted may be cast by the person entitled to vote, either personally or by his duly appointed proxy.

A proxy need not be a Subsidiary Proprietor. The instrument appointing a proxy shall be deemed to confer authority to demand or join in demanding a poll. The Proxy Form and Letter of Authority could be sent via email to: [mcst608@isgo.com.sg](mailto:mcst608@isgo.com.sg) or deposited at the Management Office at 1 North Bridge Road, #B1-05A High Street Centre, Singapore 179094 **not less than 48 hours before** the time for holding the Meeting, i.e. the latest by **12.30 p.m. on 28<sup>th</sup> May 2025**.

A company which is a Subsidiary Proprietor may under the seal of the company or the hand of its director or any duly authorised attorney appoint such person as it thinks fit to act as its representative at the AGM.

- 3.3) **Eligibility to Vote** – A person shall be entitled to vote in respect of any lot on any proposal submitted at a general meeting of a Management Corporation only if:

3.3.1) he is the Subsidiary Proprietor or Mortgagee in possession or a Receiver of that lot as shown on the strata roll; and

3.3.2) has paid to the Management Corporation all contributions and any other moneys levied or recoverable by the Management Corporation under the Act at least 3 days before the commencement of the Meeting. Please note that the 30 days grace period granted for late payment is only in respect of liability for interest charges. A person shall not be entitled to vote unless all outstanding contributions are paid and received before **12.30 p.m. on 27<sup>th</sup> May 2025**.

As the issues to be discussed at the AGM will affect the interest of all owners, we hope you will be able to attend the meeting. However, should you be unable to attend, you are encouraged to appoint a proxy to attend and vote on your behalf.

We look forward to seeing you at the AGM on 30<sup>th</sup> May 2025.

Yours faithfully

For and on behalf of

**The Management Corporation Strata Title Plan No. 608**



Alan Tan

Complex Manager

**Corporate Real Estate Management Services Pte Ltd**

**Notice is hereby given that the 41<sup>st</sup> Annual General Meeting of the  
Management Corporation Strata Title Plan No. 608  
will be held on:**

Date : 30<sup>th</sup> May 2025  
Time : 12.30 pm  
Venue : Lounge 1883 level 1  
Singapore Recreation Club at the Padang  
B Connaught Drive  
Singapore 179682

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## **AGENDA**

### **1.0 OPENING ADDRESS BY THE CHAIRMAN**

### **2.0 MINUTES OF 40<sup>th</sup> ANNUAL GENERAL MEETING**

To confirm the Minutes of the 40<sup>th</sup> Annual General Meeting held on 31<sup>st</sup> May 2024.

### **3.0 40<sup>TH</sup> MANAGEMENT COUNCIL REPORT**

To receive the Council Report of the 40<sup>th</sup> Management Council for the period from 1<sup>st</sup> February 2024 to 31<sup>st</sup> January 2025.

### **4.0 AUDITED ACCOUNTS OF THE MANAGEMENT CORPORATION**

To receive and if thought fit, approve and adopt the audited accounts of the Management Corporation for the period from 1<sup>st</sup> February 2024 to 31<sup>st</sup> January 2025.

### **5.0 ELECTION OF THE 41<sup>ST</sup> MANAGEMENT COUNCIL OF THE MANAGEMENT CORPORATION**

5.1 To determine the number of members of the Management Council.

5.2 To elect the members of the Management Council and to authorise the incoming Council to elect its office bearers.

5.3 To consider and if approved, resolve that the incoming Management Council be empowered to determine the authorised Bank Signatories for the Management Corporation's accounts.

# Agenda

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- 5.4 To decide on what matters or class of matters, if any, shall be determined only by the Management Corporation in a general meeting, other than those specified in the Building Maintenance and Strata Management Act.

## 6.0 AUDITORS

To consider and if approved, resolve that the incoming Council be empowered to appoint the Auditors for the Management Corporation for the period until the conclusion of the next Annual General Meeting and to authorise the Council to decide on their fees and expenses of the Auditors.

## 7.0 MANAGING AGENT

- 7.1 To consider and if approved, resolve that the incoming Management Council be empowered to appoint the Managing Agent for the Management Corporation up to the conclusion of the next Annual General Meeting and to authorise the Management Council to decide on the fees and expenses of the Managing Agent.

- 7.2 To consider and if approved, resolve that the Management Council be empowered to determine which powers, duties and functions of the Management Corporation be delegated to the Managing Agent.

## 8.0 MANAGEMENT FUND AND SINKING FUND

### 8.1 MANAGEMENT FUND

To consider and if approved, resolve that the Management Fund contribution **remains at \$12.00 per share value per month** or any such amount as the meeting may so decide with effect from **1<sup>st</sup> July 2025** and that the payment of such contribution be made **quarterly in advance on the first day of July 2025, October 2025, January 2026 and April 2026** without demand.

### 8.2 SINKING FUND

To consider and if approved, resolve that the Sinking Fund contribution **remains at \$1.00 per share value per month** or any such amount as the meeting may decide with effect from **1<sup>st</sup> July 2025** and that payment of such contribution be made **quarterly in advance on the first day of July 2025, October 2025, January 2026 and April 2026** without demand.

### 8.3 INTEREST RATE

To consider and if approved, resolve that the rate of interest **remains at 12% per annum** or any other rate as may be determined by members, calculated on a daily basis, be levied on all overdue contributions payable under the Building Maintenance and Strata Management Act received after thirty days from the due date, and at **18% per annum** (or at any other rate as maybe determined by members) on all contributions due and remaining unpaid after one year.

**8.4      LEGAL FEES**

To consider and if approved, resolve that all costs including legal costs on a solicitor and client basis, disbursements and incidental costs, which include but are not limited to postage, transport, etc., incurred in the recovery of any outstanding payment, interests or such other amounts owing to the Management Corporation by the Subsidiary Proprietors, Occupiers or Lessees and/or incurred by the Management Corporation in any actions taken against any Subsidiary Proprietors, Occupiers or Lessees for any breach, contravention or non-compliance with any duty, by-law, resolution and regulation relating to the subdivided building, shall be recovered from the Subsidiary Proprietors, Occupiers or Lessees concerned.

**9.0      ANY OTHER BUSINESS**

To consider any other business as may be transacted at an Annual General Meeting, notice of which has been given in writing to the Management Corporation in accordance with Para 12 (1) of First Schedule to the Building Maintenance and Strata Management Act 2004.

By Order of  
The Management Corporation Strata Title Plan No. 608  
Dated this 30<sup>th</sup> April 2025