PARISH OF CHRIST CHURCH

ANNUAL REPORT

(PART-1)

2025

OUR VISION

We strive to be a Christ-centered community of worshippers who will glorify God as a church as we evangelize the lost, disciple our members and reach the nations with the help of the Holy Spirit

MOVING TOWARDS A DISCIPLING COMMUNITY

THEME 2024

BUILDING A COMMUNITY OF DISCIPLES - PART 1

"…as you are in me and I am in you may they also be in us…" John 17: 21

PARISH OF CHRIST CHURCH, SINGAPORE

Bishop of Singapore	The Most Revd Dr Titus Chung
Assistant Bishop	Rt.Revd Low Jee King
Archdeacon of Singapore	Ven Daniel Wee
The Parochial Church Council	
Vicar & Chairman	Rev Canon Steven Asirvatham
Priest	Rev Paul Xavier
Vicar's Warden	Mr Jose Nathaniel
Peoples Warden	Mr Christopher Samuel
Hon.Secretary	Mr Ravindran Rufus
Asst.Hon.Secretary	Ms Sylvia Grace Devadass
Hon.Treasurer	Mr Kingsly Christopher
Asst. Hon.Treasurer	Mrs Princy Arul Priya
Council Members	Mr John Godwin Moses
	Mr Joshua Thomas
	Mr John Nazarene Ponniah
	Mr Stanley Daniel
Synod Representatives – (2023 to 2025)	Mr BJ Mahendran Mr Christopher Muthiah Mr Raphael Rufus Mr Aaron Masih
Parish Workers	Pastor Theodore Samraj, Pastor Moses Ajay
Ministry of Liturgy & Worship	
Lay Readers – **Priest-in-charge – Rev Paul Xavier**	Pastor Theodore Samraj
	Pastor Moses Ajay
	Mr David Paul
	Mr Lional Dharmaraj
	Mr N.Sandarabose
	Mr Daniel K.Dharmaraj
	Mr Gabriel Pasupathy
	Mr Nathaniel Caldwell
	Mr George V Vethakan
	Mr R D Kalaikumar
	Mr Christopher Muthiah
	Mr Martin Gonson
	Mr N.Sundar
	Mr V.Christopher
	Mr Stanley Daniel
	Mr Standley Daniel
Altar Servers– Co-ordinators	Mr Andrew Moses, Mr GV Samuel
Priest-in-charge: Rev Paul Xavier	Mr Jovan Azrael Philip,
	Mr Nikash Manuel, Mr GV Samuel, Mr John Ponniah, Mr Ethan Jayakumar, Mr Joash Azariah Philip, Mr Timothy GV, Mr Jeremiah Nevan Ponniah, Mr Ryan Jayakumar, Mr Jeffrey Samuel, Mr Ezra Sundar Mr Rishon Soroya, Mr Matthew Thomas
Flower Ministry	
Co-ordinator	Mrs Mary Rajasekar
Asst.Coordinator	Mrs Havelen Sundar
	Mrs S.Daniel, Mrs Angella Ranjan, Ms Shalini Sundar, Mrs Vinodhini Jose, Ms Divya Ranjan, Mrs Jean Cecil, Mrs Cynthia Jebakumar, Ms Ruth Kumaravelu, Mrs Kalavathi Gunasekaran, Mrs Jeba Gipson, Mrs Asha Dinesh Mrs Mary Jona Gilbert, Mrs Anita Ragland, Mrs Nisha Satheesh, Mrs Jansi, Mrs Jiny John

WORSHIP MINISTRIES	
Choir Ministry	
Director	Mrs Ruby Rufus
Co-Directors	Mrs Amutha Samuel, Dr.Shirley Suresh
Praise & Worship	
Pastor in Charge	Pastor Theodore Samraj
Co-Ordinators	Mr Christopher Samuel, Ms Melinie Christopher
Contemporary Service	
Priest-in-charge	Rev Paul Xavier
Core-Team	Mrs Martha Malar, Mr Joel JJ, Mr Jonathan Paul, Mrs Gracious James, Ms Amy Rani, Mr Standley Daniel Mr Martin Gonson
English Service	
Pastoral Ministry	Rev Paul Xavier
Core-Team	Pastor Moses Ajay, Mr David Paul, Mr Christopher Muthiah, Mr Nathaniel Caldwell, Mrs Anandhi Christopher
Punjabi Service	
Pastoral Ministry	Pastor Moses Ajay
Core-Team	Mr John Soroya, Ms Asha Jamil, Mr Joshua Thomas, Mr John Thomas, Mr Lucky Subhrai, Ms Faheemah Normarkali, Ms Ruth
Malayalam Service – Pastoral Ministry: Vicar	
Core-Team	Mrs Vidhya, Ms Smitha, Mr Aneesh, Mr Rajoo
Indian Friends Tamil Ministry Service	
Pastor in charge	Pastor Theodore Samraj
Coordinator Members	Mr John Godwin Moses, Mr Alexi Jebakumar
	Mr Selwyn Jebakumar, Mr D.Rajasekar, Mr Kalaikumar Mr Charles Jayakumar
Children Ministry – Children Ministry	
Director	Mrs Vimala Steven
Superintendent	Mrs Margrate Bali Daniel
Asst.Superintendent	Mrs Priscilla Philip
Youth Ministry – Pastor-in-charge: Pastor Theodore Samraj	
Core-Team	Mrs Lily Theodore, Mr Andrew Moses, Ms Melinie Christopher, Ms Juanita Gnana Rachel, Ms Hazel Jayasingh
Teens For Christ – Pastor-in-charge: Pastor Moses Ajay	
Coordinators	Mrs Serena Ajay, Mrs Linda Prem, Mrs Monica Xavier
Women for Christ	
Coordinators	Mrs Anironitha GV, Mrs Priya Aruldass, Mrs Jayasudha Victor
Men For Christ – Pastoral Ministry: Vicar	
Coordinators	Mr John Godwin Moses, Mr Thangaraj Moses, Mr John Gipson, Mr Gideon Manaseh
Senior for Christ	
Coordinator	Ms Gnanam Abraham
Mission & Evangelism Committee	
Convener	Mrs Sheila Dharmaraj
Members	Mrs Hamsarvardhini Stanley Mr John Godwin Moses, Mr Jose Nathaniel, Mr Meshach Patras, Pastor Theodore Samraj, Pastor Moses Ajay, Mrs Ruby Rufus, Mr Joel Bikramjeet Singh, Mrs Mona Jayakumar
Community Service – Pastor-in-charge: Pastor Moses Ajay	
Coordinator	Mr Christopher Muthiah
Members	Mr Raphael Rufus, Mrs Mona Jayakumar, Mr Joel Bikramjeet Singh, Ms Ruelia Rufus, Mr Aaron Masih, Mrs Illavarasi Stephen

Prayer Ministry	
Coordinator	Mr George V Vethakan
Fundraising Committee(till October 2024)	
Chairman	Mr Christopher Samuel
Members	Ms Sylvia Grace Devadass, Mrs Hamsarvardhini Stanley, Mr Jeremiah Ponniah, Ms Melinie Christopher, Mrs Gracious James, Ms Priscilla Preethi, Mrs Princy Arul Priya, Ms Dalreena Gill, Mr Prem Ambrose, Mr Stanley Daniel, Mr Meschach Patras Mrs Anandhi Christopher, Mr BJ Mahendran
Fundraising Committee (from 1 Nov 2024)	
Chairman	Mr Stanley Daniel
Vice Chairman	Mr Gideon Manaseh
Members	Mr D.Rajasekar, Mrs Princy Arul Priya, Ms Ruth Kumaravelu, Mrs Gracious James, Mr Ryan Jayakumar, Mr Joash Azariah Philip, Ms Poonam, Mr Meshach Patras, Mr Joel Singh, Ms Pauline, Mrs Anandhi Christopher, Mr Suresh, Mr Biju Selvan
Care Group Ministry – Pastor-in-charge: Pastor Theodore Samraj	
Coordinator	Mr Stanley Daniel
Core-Team	Mrs Sheila Dharmaraj, Mr Christopher Muthiah
Hospitality Team – Pastor-in-charge: Rev Paul Xavier	
Coordinators: Mr Stanley Daniel, Ms Princy Arul Priya	
Finance Committee	
Chairman/Vicar	Rev Canon Steven Asirvatham
Members	Mr Jose Nathaniel, Mr C.Kingsly, Ms Sylvai Grace, Mr Christopher Samuel, Mrs Princy Arul Priya, Mr Rufus Ravindran, Mr BJ Mahendran, Mrs Jiny John Ms Christina Rose
Internal Auditors	Mrs Jiny John, Mr BJ Mahendran
Building Management Committee	
Coordinator	Mr Immanuel Jayasingh
Members	Mr V.Christopher, Mr Ezra Sundar, Mr N.Sandarabose, Mr Daniel K.Dharmaraj, Mr Brizley Carolson, Mr Jose Nathaniel
Media Ministry – Audio/Video Team	
Advisor	Mr V.Christopher
Coordinators	Mr Christopher Samuel, Mr John Ponniah
Members	Mr Gilbert Justin Jose, Mr Jebakumar Selwyn, Mr Ezra Sundar,Mr Stanley Daniel, Mr Rufus Ravindran, Ms Gayathri Kunnasekaran, Mr John Godwin Moses, Ms Priscilla Preethi, Mr Jeremiah Ponniah, Mr Nigel Psalm Gabriel, Mr Meshach Patras, Mr Joshua Thomas, Mr Nathaniel Caldwell, Ms Anita Mano, Mr Christopher Chalson, Mr John D.Rajkumar, Mr Martin Gonson, Mr Jonathan Paul, Mr Stalin Prabhu Jayakumar
E.Ministry	
Coordinator	Mr Gilbert Justin Jose
Members	Mr V.Christopher, Mr Prem Ambrose, Mr Stanley Daniel, Mr John Gipson,Mr John Ponniah, Ms Faheemah Normarkali
Personal Discipleship Journey	
	Vicar, Pastor Theodore Samraj Mrs Hamsarvardhini Stanley

PARISH OF CHRIST CHURCH
ANNUAL GENERAL MEETING 2025
11 MAY 2025, 1.30PM

AGENDA

1. Vicar's Message of Welcome and Devotion
2. Paying Respect to the Departed members
3. To receive Vicar's nomination of the Vicar's Warden
4. To elect the Honorary Secretary
5. To ratify the Appointment of Auditor
6. To elect:
   - 6.1 People's Warden
   - 6.2 Assistant Honorary Secretary
   - 6.3 Honorary Treasurer
   - 6.4 Assistant Honorary Treasurer
   - 6.5 Four (4) Members of the Parochial Church Council
   - 6.6 One (1) Synod Member

7. Confirmation of the minutes of the AGM held on the 12 May 2024

8. Matters Arising

9. To receive the following reports:
   - 9.1 Honorary Secretary's Report
   - 9.2 Punjabi Service
   - 9.3 Contemporary Bilingual Service
   - 9.4 English Service
   - 9.5 Malayalam Service
   - 9.6 Indian Friends Tamil Ministry Service
   - 9.7 Choir Ministry
   - 9.8 Praise & Worship Ministry
   - 9.9 Missions and Evangelism Ministry
     (A) Community Service
     (B) Nepal Missionary
   - 9.10 Care Group Ministry
   - 9.11 Prayer Ministry
   - 9.12 E-Ministry
   - 9.13 Children's Ministry
   - 9.14 Teens for Christ
   - 9.15 Youth Ministry
   - 9.16 Women for Christ
   - 9.17 Men for Christ
   - 9.18 Seniors for Christ
   - 9.19 Building Committee

10. Honorary Treasurer's Report – Audited statement of Account 2024 and Budget for 2025

11. Resolutions, if any

12. Any other Business (AOB)

Note: AOB items to be tabled in AGM should have been given to the Chairman by the 4th of May 2025, 7PM in writing duly signed by a Proposer and a Seconder.

13. Closing Prayer and Benediction

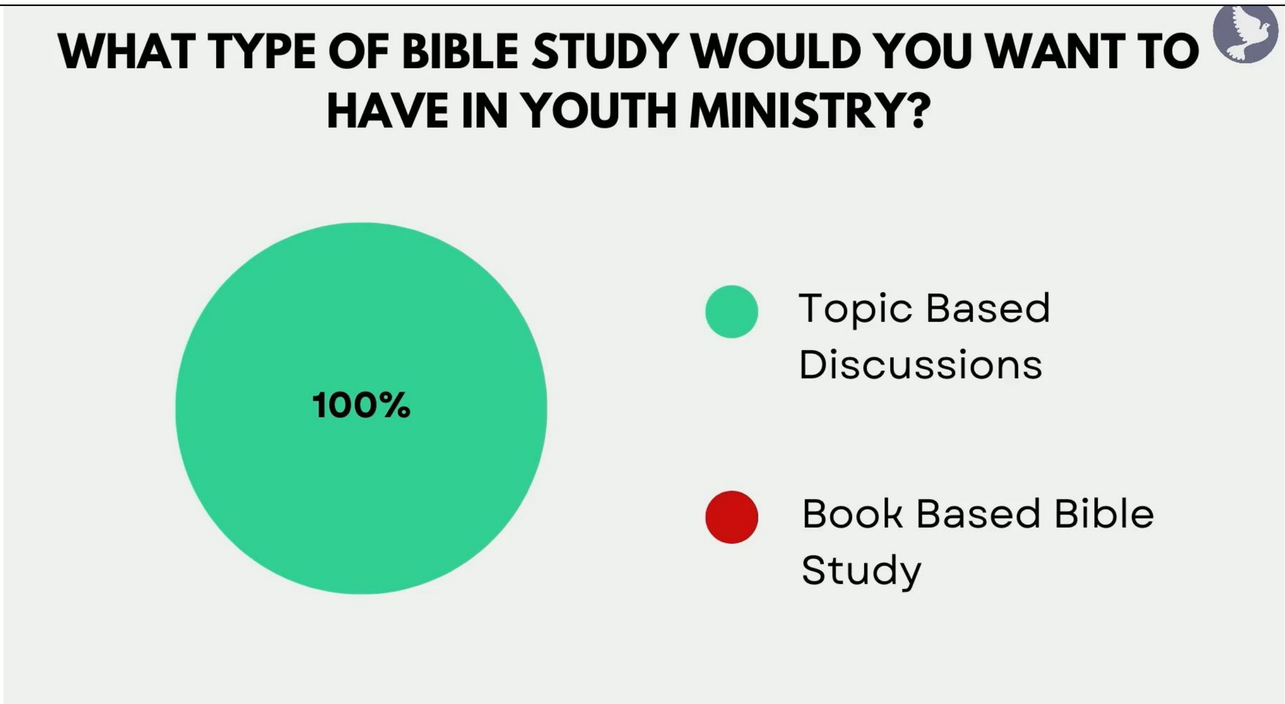
Mr Ravindran Rufus
Honorary Secretary PCC

Parish of Christ Church

	Minutes of the Parish of Christ Church AGM held on Sunday 12th May 2024 at 01:30pm in Christ Church sanctuary.
1.1	**Welcome and Opening Prayer and song:** The Vicar of Christ Church, Rev Canon Steven Asirvatham, the chairman of the AGM, welcomed the members present. He began with a prayer and then Pastor Theodore led the singing of 'Bless the Lord, O my soul'.
1.2	**Chairman's Message:** **Luke 24:50-53:** "**50** And he led them out as far as Bethany, and lifting up his hands he blessed them. **51** While he blessed them, he parted from them and was carried up into heaven. **52** And they worshiped him and returned to Jerusalem with great joy, **53** and were continually in the temple blessing God. Greetings in the wonderful name of our ascended Lord who rules over heaven and earth. Today we are celebrating the Ascension of our Lord and Saviour Jesus Christ into heaven. This is a very important event in the life of the Church. Because the Ascension of the Lord reveals to us that Jesus has indeed completed the work of redemption and is now received back into heaven by the Father. Jesus has finished the work that the Father has assigned. But just before He ascended, he gave us the GREAT COMMISSION - to go and make disciples of all nations baptising them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all that the Lord has commanded. This is the work that the Lord has entrusted to us as His Church. And in obedience to the Lord we as a Parish have embarked in this journey of raising disciples and eventually disciple makers. Just as Jesus finished his work and was received into heaven by the Father, let us too finish the work that Jesus entrusted to us by giving ourselves to the PERSONAL DISCIPLESHIP JOURNEY which is a discipleship process that we have come out for our parish. We read in Lk.24:50-51 that Jesus ascended into heaven while blessing his disciples. His blessing was not only for those who witnessed his ascension but also towards us. Therefore, on this AGM, let us give thanks to the Lord for all his blessings over this past year. After witnessing the ascension, the disciples returned to Jerusalem, and they waited upon the Lord in prayer for the promised Holy Spirit. My dear friends, the Lord knows that the work which He has entrusted us cannot be done with human strength or wisdom. Therefore, the early Church waited upon the Lord in prayer to receive power from above. Likewise, let us too as his present-day disciples wait upon the Lord and His Spirit to help us finish the work of the Lord. Then, one day when we too are received into heaven, we will hear from our master and Lord, "Well done, good and faithful servant, enter into your joy which the Father has prepared for you before the beginning of time". Let us as a Church give ourselves to this good work of the Lord, despite the challenges and resistance from the enemy of our souls. Because the Lord has given us His Word and His Holy Spirit to be our helper to overcome the enemy and fulfil the work of proclaiming the gospel and making disciples. Amen!

2.0	**Paying respect to the departed members:** The members stood up and observed a minute silence as a mark of respect and to thank God for the lives of Mr. Edwin Sundram, Mr. R Kumaravelu, Mr. Pardeep Joshi and Mrs. Gunna George. in 2023. Revd Paul Xavier then said a prayer remembering the departed members and thanking God for their lives and faithful service to the Lord.
2.1	**House Rules:** The Chairman stated the following 'House Rules' to be observed in the AGM: • Only members whose names are included in the Electoral Roll can take part in the proceedings of the AGM; the others can be seated in the choir area as observers. • 'Audio – Video recording' has been permitted to facilitate recording the minutes accurately. Members are requested to use the microphone placed at the centre while speaking. • All amendments, questions, clarifications, and resolutions, if any, that were submitted by 5th of May 2024, 7 PM have been acknowledged. Parish Leadership had spent considerable time carefully reviewing all questions and has prepared responses to be presented at this AGM. • Leadership will make every effort to respond to them. In the event that we are unable to respond to them, because deliberation is required, or we need to check records, we will respond to you after the AGM. AGM is not the only platform for clarifying matters. You are welcome to approach me anytime. • There shall be no personal attack on any other members. • If anyone makes such attacking remarks, as the chairman, I have the right to request the person to withdraw his or her statement. Let us be careful with our words so that unity and peace can be maintained in the House of the Lord. • We must also be mindful of the time taken to conduct the AGM. Among us are senior citizens, parents with children, and attendees of the service scheduled immediately after the meeting. • To ensure efficiency, we cannot spend too much time on a single question. If necessary, I may proceed with the remaining questions and follow up on any unanswered matters after the AGM with the incoming PCC. • Do take note that the chairman has the authority to bring all discussions to a close.
2.3	**Confirmation of Quorum:** There were 216 members present.
3.0	**Appointment of Vicar's Warden:** The Vicar expressed his heartfelt gratitude to Brother Jose Nathaniel. Over the past year, he has been a great encouragement and blessing as the Vicar's Warden. In appreciation of his dedication and service, the Vicar has requested him to continue for another year, and he has graciously agreed. The Chairman announced that he is appointing Mr. Jose Nathaniel as the Vicar's Warden for 2024.
4.0	**Election of Honorary Secretary:** The Chairman stated that he had received one nomination. <table><tr><td>Nominee</td><td>Proposer</td><td>Seconded by</td></tr><tr><td>Ravindran Rufus</td><td>Mr Vincent Samuel</td><td>Mr Kingsly Christopher</td></tr></table>Mr Ravindran Rufus was declared elected as the Honorary Secretary for 2024.

5.0	**To ratify the Appointment of the Auditor.** **S. S. ANG & CO Public Accountants & Chartered Accountants** **3 Shenton Way #15-08 Shenton House Singapore 068805** **UEN: S84PF0364D GST: M90359647P** **Proposer : Mr Kingsly Christopher** **Seconder : Rev Canon Steven Asirvatham** The appointment of the auditor was approved during the AGM through a show of hands. There were no votes against the appointment, and no abstentions were recorded.
6.0	**Confirmation of Minutes** Confirmation of AGM 2023 minutes (12th May 2024) AGM minutes was accepted with the following amendments. • 8.6 – Page 7 Synod Representatives changed 4 and not 3. Duration of Synod Representative is for 3 years and not 2 years, so the current duration of Synod Representatives changed from 2023-2025 to 2023 - 2026. • 12.1 – Page 17 Total changed from Eternal Funds to External Funds. • POCC FUND RESERVES 1. General Fund - Estimated closing balance Year 2023 changed to Year 2024 2. Mission Fund - Estimated closing balance Year 2023 changed to Year 2024 3. Development Fund - Estimated closing balance Year 2023 changed to Year 2024 • Choir Ministry Report Choir Director and Assistant Choir Directors changed Choir Director to Co-Directors. Proposer: Mr Vimalanathan Christopher Seconded by: Mr Gideon Manaesh
7.0	**Matters Arising from AGM Minutes 2023:**
7.1	Christ Church Youth: Mr John shared the following updates on Youth Ministry. The Youth Task Force was formed in 2022 with the main objective of identifying areas for improvement to strengthen the youth ministry. To achieve this, the task force conducted a survey to understand the interests of the youth and gather feedback on past activities. The survey results showed strong interest in team-building activities and topical-based Bible studies. Based on this feedback, the task force developed a structured program for the year.



WHAT KIND OF TOPICAL DISCUSSION / BIBLE STUDY WOULD YOU LIKE TO EXPECT / EXPLORE IN YOUTH MINISTRY?

- How to manage your finances
- Dealing with friends from other religions
- How do you deal with Mental Health Issue / Friends with mental health issue (e.g. how to help friends with suicidal / self-hurt thoughts?)
- Finding The right partner
- Anger management
- "Should we always listen to our parents?"
- Understanding AGM (what are the roles and responsibilities / church structure / planning / finance and Budgeting)
- What are the reasons we aren't allowed to watch certain movies / listen to secular music
- LGBTQ (more in-depth and proper talk)
- Chasing God in the workplace
- Direction in Life (how to navigate through life)
- "How to forgive"
- Sharing on professional life

Program Structure & Results

- 1st & 3rd weeks: Bible studies
- 2nd week: Youth-led Bible study
- Last week of the month: Team-building activities such as Amazing Races and Collaborative Dreams

This structured approach has led to healthy participation, with an average of 20 youths attending the sessions regularly.

Moving Forward

A new core team has been formed to lead the Youth Ministry and introduce fresh ideas. We would like to express our gratitude to the church members who volunteered their time to organize the team-building activities.

Please continue to pray for the new core team and the youth ministry, that we may continue to grow in Christ.

The Chairman thanked the members of the Youth Task Force and recorded a word of appreciation.

7.2 **Bereavement Services:**

Mr. Christopher M provided the following presentation and updates regarding the Bereavement Service:

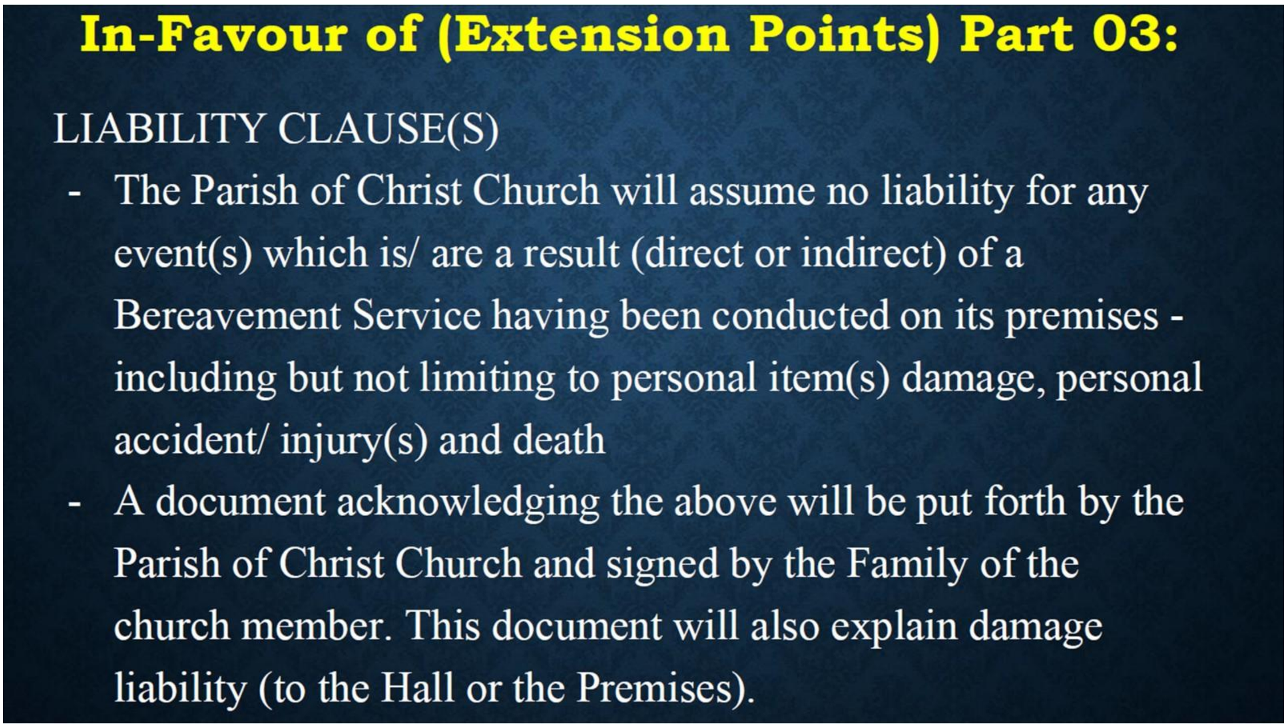
POCC – BEREAVEMENT MINISTRY

BEREAVEMENT SPACE CHARGES/ LOVE GIFTS FOR PALOURS & CHURCH HALLS (as of June 2022)

1. Mount Vernon Sanctuary - Geylang Bahru (30pax - $960)
2. Garden Of Remembrance - Choa Chu Kang (30pax - $963, 80pax - $1,284, 180pax - $1,926)
3. Singapore Funeral Parlour - Tampines (Cleaning - $107) 80 pax - $1,391, 110 pax - $1,819, 200 pax - $3,210 / $3,338 Level 5)
4. Ang Yew Seng Parlour - ($850) – (30 pax)
5. Sin Ming Funeral Parlour - ($550) – (30 pax)\
6. Church Of Our Lady Of Lourdes - ($800)- (20 pax) , Trinity Parlour ($800) – (30 pax)
7. Church of St Stephen - ($530)- (no seating inside)
8. Church of St Joseph - ($600) – (100 pax) + 10 tables and 100 chairs
9. Church of St Mary's, Church Of The Holy Spirit, Queen of Peace ($600), Immaculate Heart of Mary ($800), Church Of Saint Teresa ($600) – (25 pax), - Catholics ONLY
10. Church of the Epiphany – ($750 to $900 + One time $100 cleaning fee + $10 per wreath stand disposed)

POCC – BEREAVEMENT MINISTRY
(Comparative Costing/ Love Gifts)

	Bereavement Hall	Pricing/ Love Gifts as of Jun 2022	Pricing/ Love Gifts as of Aug 2023	% ⬆
01.	Mount Vernon Sanctuary	$960 nett – 40p	$1095 nett – 40p	⬆ 14.1
02.	Garden Of Remembrance	$963 (with GST) – 30p	$972 (with GST) – 30p	⬆ 1
03.	Singapore Funeral Parlour	$1391 (with GST) - 80p	$1836 (with GST) – 80p	32
04.	Ang Yew Seng Parlour	$850 nett – 30p	$850 nett – 30p	⬆ Nil
05.	Sin Ming Funeral Parlour	$550 nett – 30p	$600 nett – 30p	9.1
06.	Church of the Epiphany	$900 (+/-)	$900 (+/-)	⬆ Nil
07.	Church of St Joseph	$600 nett – 100p	$800 nett – 100p	33.3



- **Acknowledgment of Committees and Leadership**:
  He expressed gratitude to the past and present members of the working committees, as well as to the Vicar, Rev. Paul, and the PCC for their continued support in overseeing the process.
- **Regulatory Compliance:**
  Mrs. Angeline Ponniah, representing the primary committee formed the previous year, confirmed that regulatory requirements were met. She had obtained written confirmation from NEA stating that a license is not required, as the church does not hold wakes exceeding seven days, nor does it require tent erection in public spaces or additional parking facilities.

- **Research and Price Comparison**:
  A detailed study was conducted on pricing for bereavement services across churches and commercial providers. The Church of the Epiphany was included in the comparison as they offer a similar ministry.
  - The love gift at the Church of the Epiphany ranges from $750 to $900 per day, excluding a one-time cleaning fee of $100 and an additional $10 per wreath stand disposal.
  - Their services are available to both members and non-members, provided they are Christian.
- **Proposed Pricing for Christ Church**:
  - A love gift of $600 per day per calendar day is proposed.
  - A cleaning fee of $100 per day will be charged.
  - This pricing will be reviewed every 24 months to reflect economic changes.
  - In cases of financial difficulty, the pastoral team, led by the Vicar, will have discretion to offer support.
- **Eligibility Criteria:**
  - The facility is available only to Christ Church parish members with a minimum of six months of ongoing membership (exceptions may be considered at the Vicar's discretion).
- **Venue Selection – St. John's Prayer Hall:**
  - After evaluating various options, St. John's Prayer Hall was deemed the most suitable due to safety and space constraints.
  - Wakes will be permitted Monday to Friday, from 8:00 AM to 10:00 PM to avoid conflicts with the church's busy weekend schedule.
  - Existing chairs in St. John's Prayer Hall will remain in place.
  - Use of the Canteen: Families may use the canteen for F&B and catering purposes. If catering is arranged for 20 or more guests, the family must engage a vendor for additional cleaning support.
  - Audio-Visual (AV) Services: Families must engage an external vendor for AV equipment, live streaming, or related services. The church's existing AV equipment in St. John's Prayer Hall will not be used.
  - No posters or materials may be pasted on surfaces within the hall.
- **Event Priority and Legal Considerations:**
  - Pre-planned church events or personal events (e.g., weddings, engagements) will take precedence over bereavement services.
  - A legal clause will be developed to protect both families and the church.
  - A vote will be conducted to determine whether to proceed with this ministry.

Concerns Raised by Mr. Moses Abraham:
- **Limitation to Monday–Friday:**
  - He pointed out that death is unpredictable and suggested that services should not be restricted to weekdays.
- **Alternative Room Usage:**
  - He proposed using the room next to St. John's Prayer Hall for wakes, stating that it does not require elaborate seating arrangements.

Response by Mr. Christopher M:
- The room next to St. John's Prayer Hall is currently occupied by SINDA, and its future availability is uncertain.
- The decision to use St. John's Prayer Hall was based on its layout and ability to accommodate larger crowds when necessary.
- St. John's Prayer Hall has glass paneling, which allows overflow attendees to stand outside and observe the service.
- After evaluating all possible options, the committee determined this venue to be the most feasible choice at this point in time.

Response by the Vicar:

	• SINDA recently met with Pastor Moses to express interest in expanding its tuition program at Christ Church.
	• If SINDA proceeds with this expansion, more classrooms will be required, which may limit alternative venue options for bereavement services.
	• SINDA's previous MOU with the church did not materialize due to challenges in recruitment across Singapore, but they now appear committed to restarting their program.
	• A past church survey revealed concerns about scheduling weddings and funerals simultaneously, as some members may find this insensitive or inappropriate.
	• This concern factored into the decision to limit bereavement services to weekdays.
	Further Comments by Mr. Moses Abraham:
	• He understands that since church weddings and pre-arranged meetings are scheduled in advance, bereavement services could not be held on these days.
	• He believes Saturday and Sunday should remain available for wakes under normal circumstances.
	Questions from Mrs. Amutha Samuel:
	• **Usage of St. John's Prayer Hall for Other Church Events**
	  o She asked for confirmation that the venue remains available for other church activities when not in use for bereavement services.
	• **Manpower & Logistics**
	  o Who will be responsible for providing manpower support for wakes between 8:00 AM – 10:00 PM?
	  o What happens after 10:00 PM when the wake service ends?
	  o Does the venue require any refurbishments to accommodate bereavement services?
	Response by Mr. Christopher M:
	• Non-exclusive use of the venue: St. John's Prayer Hall will remain available for other church events when not in use for bereavement services.
	• Manpower Costs:
	  o The $100 daily cleaning fee factors in the additional manpower required for maintenance.
	• Security Measures:
	  o After 10:00 PM, no one will be allowed to remain on church premises, and the gates will be locked for security reasons.
	  o However, this restriction may be reconsidered to allow immediate family members to stay beyond 10:00 PM.
	• No Major Refurbishments Required:
	  o The existing setup is sufficient for hosting wakes, and no additional furnishings will be provided.
	
	Today, the voting will determine whether we proceed with this proposal.
	
	Mrs. Ruth mentioned that the cause of death should be considered. In cases of death due to infectious diseases, it is necessary to use personal protective equipment such as gloves and masks and to follow specific health guidelines to minimize the risk of transmission. Additionally, it is essential to notify the relevant health authorities so they can provide guidance and support in managing the situation effectively.
	The Chairman informed that this will be passed to Mr. Christopher M to be included in the procedure.

7.3	**Christchurch Constitution** The Chairman provided the following updates on the revision of our church constitution. I would like to express my heartfelt gratitude to Mr. Thomas Jeyaseelan for his invaluable assistance in drafting the revised Constitution. He also took the time to attend the special PCC meeting and guide the members through the revisions. However, we have since learned that the Diocese has introduced a new template for revising Church Constitutions across all parishes. As a result, this remains a work in progress. Once the

	diocesan template is finalized, we will proceed with the revision of our parish Constitution accordingly.
7.4	**Update on the Redevelopment Fund** The Treasurer gave the following clarification on the inquiry regarding whether the transfer of $18,098 from the Mission Fund to the Redevelopment Fund was approved by the PCC prior to execution, given that the Mission Fund is a Restricted Fund. A transfer of $320,000 was made from the Development Fund to the Mission Fund, and the same amount was subsequently transferred to the Church Kindergarten account to cover its financial deficit. The kindergarten was considered a mission field, which justified the transfer of funds from the Building Fund to the Mission Fund and then to the kindergarten account. When the kindergarten account was eventually closed, the remaining balance was transferred back to the Mission Fund. Since the original amount came from the Development Fund, the PCC decided to transfer this amount to the Redevelopment Fund.
8.0	**Election of Members of Parish Church Committee:**
8.1	**Election of People's Warden:** The Chairman stated that he had received one nomination.

Nominee	Proposer	Seconded by
Mr Christopher Samuel	Mr Vimalanathan Christopher	Ms Rachel Gayathri Kunasekaran

Mr Christopher Samuel was declared elected as the People's Warden for 2024.

8.2	**Election of Assistant Honorary Secretary:** The Chairman thanked Mr Prem, who had been a fantastic assistant honorary secretary over the years and for all his contribution. The Chairman stated that he had received following two nominations.

Nominee	Proposer	Seconder by
Ms Sylvia Grace Devadass	Mrs Daniel Angeline Rani	Mr Christopher Sameul
Mr Prem Ambrose	Mr Ravindran Rufus	Mr John Gipson

As two nominations were received for Assistant Honorary Secretary, ballot papers were distributed to the members to select the candidate they wished to elect.
Chairman requested Ms Rani, Pastor Moses, Pastor Theodore and Mr Jose to distribute and collect the ballot papers.
Ms Sylvia Grace was declared elected as the Honorary Assistant Secretary for 2024.

8.3	**Election of Honorary Treasurer:** The Chairman stated that he had received one nomination.

Nominee	Proposer	Seconded by
Mr Kingsly Christopher	Mr Ravindran Rufus	Ms Princy Arul Priya

Mr Kingsly Christopher was declared elected as the Honorary Treasurer for 2024.

8.4 **Election of Honorary Assistant Treasurer:**

The Chairman stated that he had received one nomination.

Nominee	Proposer	Seconded by
Ms Princy Arul Priya	Mr John Godwin Moses	Mrs Ruth Kunaravelu

Ms Princy Arul Priya was declared elected as the Honorary Assistant Treasurer for 2024.

8.5 **Election of 4 members for PCC:**

The Chairman stated that he had received following six nominations.

Nominee	Proposer	Seconded by
Ms Gracious Jebarani Asirvatham	Mrs Amutha Sanuel	Ms Sylvia Grace Devadass
Mr John Nazarene Ponniah	Ms Priscilla Preethi Sudarsan	Mrs Mona Jack Jayakumar
Mr Joshua S/O Ragvir Lal	Ms Faheemah Normarkali	Mr Christopher Muthiah
Mr John Godwin Moses	Mr Johnisaac Kumarithankam Dinesh	Mr Immanuel Jayasingh Samuel Thangaraj
Mr John Gipson	Mr N Sundar	Mr Vincent Samuel
Mr Stanley Daniel Samson	Mr David Victor	Mr Gilbert Justin Jose

As six nominations were received for the PCC members, ballot papers were distributed to the members to select their preferred candidates. The Chairman requested Ms. Rani, Pastor Moses, Pastor Theodore, and Mr. Jose to distribute the ballot papers and later collect them for counting.

Following 4 were declared elected as PCC members for 2024

1. Mr John Nazarene Ponniah
2. Mr Joshua S/O Ragvir Lal
3. Mr John Godwin Moses
4. Mr Stanley Daniel Samson

8.6 Ballot papers for the voting on the bereavement service were distributed to members by Ms. Rani, Pastor Moses, Pastor Theodore, and Mr. Jose. These individuals also collected the completed ballot papers for counting.

The Chairman announced the Bereavement Service voting results at the conclusion of the AGM:

- Total number of votes: 169
- In favour: 102
- Not in favour: 52
- Abstentions: 15

With the approval of the members, the new PCC will proceed to launch the Bereavement Service for members of our church in 2024.

9.0 **Acceptance of Ministry Reports.**

- No amendments received.

Proposer: Mr Lionel Dharmaraj
Seconded by: Ms Gracious Jebarani Asirvatham

<table>
<tr><td>10.0</td><td>Queries Pertaining to Parish of Christ Church Financial Statement for Year Ended 31st December 2023 and Budget for the year 2024</td></tr>
<tr><td></td><td>Questions Submitted by Mrs Mona Jack Jayakumar</td></tr>
<tr><td>10.1</td><td>Page 4 – Fixed Deposit has been reduced from S$115,182 to S$36,170. Kindly explain the reason for the withdrawal.

PCC response: The proceeds of the Fixed Deposit (FD) is used to pay the contractors retention claim amount $187,282 towards CSB Block.</td></tr>
<tr><td>10.2</td><td>Page 4 – Non-Current Assets, note 8 page 19, for buildings S$7,627,635, kindly confirm whether this includes The Church and Parish Hall besides The Rev. Canon Samuel Baboo Block
PCC response: It is only for CSB Block</td></tr>
<tr><td>10.3</td><td>Page 5- Fixed Deposit Interest for 2022 is stated as S$408. However, in Page 9 – under cash flow from investing activities it is stated as (S$408), negative figure. Kindly confirm which is correct.
Auditor response : Both are correct. Under cashflow it is reflected as negative as an increase in fixed deposit amount reduces cashflow by $408.
<table>
<tr><td></td><td>2022</td><td>2021</td><td>Cashflow from investing activity</td></tr>
<tr><td>Fixed deposit</td><td>115,182</td><td>114,774</td><td>(408)</td></tr>
</table>
The Treasurer mentioned that both are correct. It is reflected as a negative due to the increase in the fixed deposit, which reduced cash flow by 408. The comparative figures are provided in the table.

Mrs Mona Jack asked why the fixed deposit (FD) interest was negative in 2022. She mentioned that since FD earns interest, it should be reflected as a positive value.

Mr. Mahendran, our internal auditor, explained that for FD interest, the auditors may have initially over-calculated the interest for the year, which they later corrected in the following year. He noted that the calculation of FD interest is handled by the auditors. We will review this and provide further clarification.</td></tr>
<tr><td>10.4</td><td>Page 6 – Kindly explain the difference between telephone charges and telephone expenses.
PCC response: Telephone Charges for Clergy mobile lines and Telephone Expenses includes mobile lines for pastoral staff.

Mrs. Mona Jack highlighted that there are too many ledgers in the church accounts.
Mrs. Mona Jack asked whether it is the correct procedure for internal auditors to make changes in the ledger. She also inquired about the frequency at which internal auditors review the church accounts. Additionally, she acknowledged and appreciated the good work done by the internal auditors.
Mr. Mahendran responded that the role of internal auditors is primarily to ensure that the church accounts are maintained accurately before they are submitted to external auditors and the diocese. Their role is to verify that all financial records are properly documented and accounted for.
Mr. Mahendran mentioned that church accounts are verified quarterly by internal auditors. Whenever any faults or mistakes are found, they are corrected to ensure accuracy. Additionally, efforts are being made to reduce the number of general ledgers for better efficiency.</td></tr>
</table>

	The Treasurer mentioned that both Treasurer and Asst Treasurer review the accounts monthly and conduct a bank reconciliation with the bank statement. Additionally, the monthly accounts are presented to the PCC to ensure they are informed about the church's current financial position.
10.5	Page 6 – Kindly explain what Utilities is as stated in other expenses. PCC response: Utilities covers Electricity and Water Charges. Mrs. Mona Jack highlighted that on Page 5, the term 'Utilities' is used, whereas on Page 24, under the Development Fund, it is referred to as 'Water and Electricity.' She pointed out that this inconsistency may cause confusion among members. The Treasurer mentioned that he will check with the auditors to standardize the ledger terminology for consistency.
10.6	Page 6 – Kindly explain why there was no accounting fee for 2023. PCC response: In 2022, the accounting fees was charged one time due to reconciliation of the opening balance for the RDF fund. Mrs. Mona Jack asked whether the Redevelopment Fund was disorganized or incorrect, requiring the auditors to perform a reconciliation of the opening balance. Mr. Mahendran explained that the accounting for the Redevelopment Fund in 2022, as well as in previous years, was managed by Sister Rani. Since the majority of the work was completed in 2022, a reconciliation of the account was required, which involved extensive accounting work. As Ms. Rani did not have the necessary expertise or time to handle this task, the auditors were engaged to perform a one-time reconciliation exercise. This process involved significant time spent on valuation, revaluation, and amendments, leading to an additional accounting fee for the year 2022. However, this was a one-time cost, and similar fees were not incurred in previous or subsequent years, as the auditors successfully cleaned up the Redevelopment account.
10.7	Page 6 – Noted that under self-financing activities (Net), note 21 (page 29), for Fellowship gatherings, celebrations and gift, there is no receipt collected but expenditure only. As such, can this still be considered as a self-financing activity? PCC response : Noted, we will check with Auditor on this classification.
10.8	Page 6 – Kindly explain for Church Ministry and other expenses note 18 (page 28), what type of expenses were incurred for Choir Ministry, Donations to churches and functional group expenses. Are the above newly introduced into the church ministry and other expense? PCC response: (a) Expense incurred for Choir Ministry (for printing), Donation to churches is for Thanksgiving Dinner for Archbishop, Donation for Charity Dinner, Functional group expenses include Sunday School, Seniors for Christ, Youths & Teens expenditure. (b) All the above are not newly introduced into the church and other expenses.
10.9	Page 6 – Kindly explain under other expenses note 20, what is telephone charges and office miscellaneous expenses PCC response: The telephone charges is for office telephone & internet (Payable to Singtel) Office Misc Expenses is comprised of Office Calendars, Welcome Pack for newcomers, Christmas tree, wreaths, lunch for leader's retreat, Parish Week expenses, Plaque, Hospitality for Guests.
10.10	Page 9 - Under cash flow from operating activities, the account payables is in negative figure ((S$186,372)). Kindly explain why? Auditor's reply : It is the difference between the 2023 and 2022 account payables figure. The payment of account payables reduces cashflow by $186,372.

	2023	2022	Cashflow from investing activity

	Account payables	38,148	224,520	(186,372)

Mrs. Mona Jack asked why accounts payable was negative in the cash flow statement, as it is usually expected to be a positive figure.
Mr. Mahendran provided the following explanation, referring to page 23, note 10. He explained that in 2022, accounts payable was $224,000. However, by 2023, it had been reduced to $38,000, meaning that $186,000 had already been paid off. Since this amount was paid from the 2023 cash flow, it has exited the system, which is why it appears as a negative figure.

Mrs. Mona Jack asked about accounts receivable—would it be a positive or negative figure? She also inquired why both accounts receivable and accounts payable appear as negative figures.
Mr. Mahendran provided the following explanation, referring to page 19, note 7. In 2022, accounts receivable was $9,340, but it increased to $10,290 in 2023. This means that services were provided, and the amount is yet to be received from external parties, leading to an increase in accounts receivable.
If accounts receivable had decreased—for example, from $9,300 to $9,000—the amount would have been positive. However, since it has increased, it appears as a negative figure in the cash flow statement.
Therefore, both accounts receivable and accounts payable being negative are correct representations in the cash flow.

10.11 Mrs. Mona Jack asked whether the accumulated depreciation applies only to CSB, the new building, or if it also includes other buildings such as the Parish Hall and the Sanctuary.
Mr. Mahendran replied that other blocks, such as the Parish Hall and the Sanctuary, have already been fully depreciated, bringing their depreciation value to zero. That is why the depreciation amount shown applies only to CSB.

10.12 Page 9 – Under cash flow from investing activities for year 2023, it is stated as S$79,012 (amount withdrawn from fixed deposit). Kindly explain why was it posted here? And why was the fixed deposit interest earned not included.
Auditor's reply : It is the difference between the 2023 and 2022 fixed deposit figure. Fixed deposit interest earned is not shown here. The monies from fixed deposit withdrawal increases the cashflow by $79,012.

	2023	2022	Cashflow from investing activity
Fixed deposit	$36,170	$115,182	$79,012

Interest is shown in page 5

10.13 Page 9 - Noted that the cash and cash equivalent at end of the year is reduced to S$454,481. If Fixed Deposit withdrawal of S$79,012 is not considered, it would have further been reduced to S$375, 469.
Auditor's reply : Yes, the monies from the fixed deposit withdrawal contributed to the cash and cash equivalents of $454,481. Without the monies from the fixed deposit withdrawal, the cash and cash equivalents would have reduced by the same amount to $375,469. Please refer to page 19 note 6

10.14 Note 22 (page 29-30) – Obligations- As Licensor, 4 licenses fee are allocated per month, for 1 Dorset Road, please elaborate what each license is for.
PCC response: $15,000 - Agape Baptist Church,
$9,000 - Prison Fellowship Singapore
$1,000 - Grace Church
$3,000 – Immanuel Congregation Church

10.15 Note 22 (page 30) – For 7 Hertford Road #04-03, Vanadium, please advise the start

	date of the lease at the amount of S$4,000 per month. PCC response: The start date of the lease was May 2022 - $4000/-
10.16	Noted that the budget submitted for 2024, especially General Fund and Development Funds are very general and not clear. Budgets are very important for us, as it would create a clear final goal to achieve in 2024. PCC response: Noted, will provide more information next year.
	Queries Pertaining to Parish of Christ Church Budget for Year 2024
10.17	Actual offerings received for 2023 should be $213,196. (Need to minus fixed deposit interest and Grants) and add the 2023 Fixed interest income of $3423 in the Other Income. PCC response : We need to subtract the fixed deposit of **$3,423** from the actual offering and add it to Other income.
10.18	Is the agent fee included in the Development Fund expenses? PCC response : Yes. It is indicated in the Repairs and Maintenance in the auditor's report.
10.19	Does the loan repayment reflect in the audit reports? PCC response : Yes. Please refer to page 9 for loan repayment to diocese.
10.20	The Vanadium rental increase was not budgeted for in 2024. PCC Response: We were unable to predict the rental increase by the end of 2023. Therefore, the 2024 budget was prepared based on no rental increase.
10.21	Mrs. Mona Jack cautioned against replacing cheque payments with online payments without proper procedures for submission and approval of online transactions. The Treasurer acknowledged this concern, stating, 'Yes, we have started the process. As you mentioned, it is quite a complex process. We need to form a task force to carefully review, discuss, and establish a strict procedure. Additionally, we must consider measures to prevent fraudulent transactions and determine how to address them if they occur.
10.22	Mrs. Mona Jack requested that if expenses or incomes are combined, more details should be provided to help members better understand the accounts and budget.
10.23	The Treasurer mentioned that he needed more time to address the other questions and would get back to Mrs. Mona Jack.
10.24	**Queries Pertaining to Parish of Christ Church Financial Statement For Year Ended 31st December 2023 – Submitted by Mr. Prem Ambrose.** • Seeking some inputs on point number 19, from Financial Report 2024, the same has been included as attachment. **19. CLEANING SERVICES** The Church has engaged the cleaning services of a company at S$63,600 (2022: S$49,620) per annum, of which S$42,000 (2022: S$28,020) is reflected under repairs and maintenance under development fund and the balance of S$21,600 (2022: S$21,600) charged against general fund. Is there any change in the cleaning service vendor? If no change in the vendor, the cost increased by 28% for the year 2023. Is there any plan to keep such high increase in percentage beyond one year duration, assuming the contract is extended for one year? Has as such increased percentage has been factored in the budget 2024 for this expense, ideal increase of 56% should have been factored. Was it decided not to increase the contribution from GF from 2022? Since in 2021 it was equally shared between GF and DF.

	1. If this expense is equally shared between GF & DF then the deficit of the GF fund will be increased by S$10,200 which would be S$33,491.

Answer (PCC) : No change in the cleaning service contractor, 2023 increase is due to the additional worker for the CSB Block.

Year	Church	Building	Remarks
2021	$21,600	$21,600	Only church buildings
2022	$21,600	**$28,020**	**Church Building plus CSB Block starting Q3, 2022**
2023	$21,600	$42,000	**Church Building plus CSB for 2023**

Expenses pertaining to the cleaning services excluding the CSB Block amounts to $53,320 and is equally shared between General Fund (GF) and Development Fund (DF), as such the budgeted amount $21,600 will be revised to $26,160, an increase of $4,560 in GF. Cleaning expenses towards the CSB Block will be charged under DF in full.

2. **If the price for 2024 has been already decided, what will be the cost for 2024 and what is the contract duration?**

ANSWER (PCC) : Contract is renewed on a yearly basis.

Cleaning Service	Excluding CSB Block	CSB Block
2024 (Budget in BF)	**$52,320**	**$23,544**

10.25 Queries Pertaining to Parish of Christ Church Financial Statement For Year Ended 31st December 2023 – Submitted by Mr.Moses Devadass Abraham.

1. Why Development Fund quota payable to General Fund shown as Fund transfer?
2. Why General Fund expenses Cleaning expenses and Utility expenses shown as recovered income in Development Fund?

With regard to the question on the presentation of Quota to Diocese that we discussed : Page 6 it is captured under expense in General Fund

	NOTE	2023 S$	2022 S$
Quota to the Diocese	23	72,709	63,444

For example for year 2023 it is $72,709 (This includes $8,066 owed by Development Fund). This $8,066 is shown as a Transfer to General Fund from Development Fund in page 7 and in Page 23 -Note 12.

In the case of Cleaning Services and Utilities it is captured as as expense under General Fund -page 6

Cleaning services	19	21,600	21,600
Office expenses	20	27,575	25,549
Self-financing activities (Net)	21	19,956	16,268
Utilities		25,243	30,000
		120,477	123,803

The Treasurer explained, 'As you can see on Page 6, the quota to the Diocese is recorded as an expense in the General Fund. This amount was $72,709, which includes $8,066 owed by the Development Fund. This represents 10% of the net surplus income from the Development Fund.

This amount was transfer from the Development Fund to the General Fund and it is reflected on Page 7.

Regarding cleaning services and utilities, the portion owed by the General Fund is recorded as an expense in General Fund. As shown in the report, the total amount is paid from the Development Fund. Therefore, it is recorded as an expense in Development Fund and reflected as a recovery income in the Development Fund under "PUB Recovered" and "Cleaning Service Recovered.

The first presentation method shows total utilities and cleaning expenses under the Development Fund. The recovery from the General Fund reflects the actual expenses incurred under the Development Fund. However, this approach may overstate both income and expenses because the recovery comes from the General Fund. Despite this, there is no change in the overall surplus or deficit of the funds.

The second presentation method follows the same approach as the quota. It reflects the transfer from the Development Fund to the General Fund for expenses paid by the General Fund. Any amount owed by the General Fund would be shown as a transfer. But these expenses should not be reflected in Development Fund. However, the net effect on both funds remains the same in either scenario.

The incoming PCC will review these two methods and select appropriate method to align for consistency across the funds, this change may be implemented next year.

Mr Moses Abraham raised the following concerns.

The quota was recorded as an expense in the General Fund, amounting to $72,709, which includes the Development Fund quota of $8,066. This makes it appear as though the General Fund spent more money. However, the receipt for this expense was processed through a fund transfer from the Development Fund to the General Fund. This transfer is not shown as income in the General Fund but is instead recorded as a transfer.

The funds received in the General Fund primarily come from offerings, tithes, and other contributions, such as festival service thanksgiving offerings, totaling $704,818.

After all payments, the surplus is recorded as $102K. If the $8,066 were shown as income instead of a transfer, the surplus would appear as $110K. Members tend to focus on the surplus figure and may not review the funds transferred.

For many years, the church has tithed from the General Fund to the Mission Fund through a fund transfer. The question arises: why is this not shown as an expense in the General Fund, given that the money was initially received in this fund? Instead, it is shown as a receipt in the Mission Fund, even though the money was actually received in the General Fund.

	Mr. Rufus mentioned that the church has been handling fund movements in accordance with auditing guidelines. As the Treasurer highlighted, there are two acceptable methods for managing these movements, and both are correct. Moving forward, the new PCC will review and standardize fund movements across all funds to ensure consistency.
10.26	General Fund tithing and Development Fund tithing shown as Transfer. Can we show as Recovered income in Mission Fund. PCC response: Since we have a designated Mission Fund, all mission related expenses will be captured in the Mission Fund rather than General Fund. Therefore, we can't reflect them as Recovered Income in the Mission Fund; instead, they can only be shown under Transfer of Funds. Mr. Mahendran provided the following explanation: "We have three funds in our account for Christchurch. Whenever there is a transfer of funds between any of these accounts, it is considered an internal transfer and must be recorded as such, which is the correct accounting practice. However, utility expenses are payments to a third party, and it is important for the congregation to know the actual expenses incurred during the year. In this case, the total utility expense was $60,000, while $21,000 was reimbursed from the General Fund. This reimbursement is because the electricity is used for the sanctuary, church office, canteen, and the entire building. Therefore, we need to separate how much is spent from the General Fund. At the end of the year, we calculate and reimburse this amount. Since this is a reimbursement and the final amount is paid to an external party (not into any of the internal funds), we categorize it separately. We show the $21,000 reimbursement as income and the $60,000 as the actual expense, so that we have a clear picture. This also helps the members understand exactly how much is being paid for utility charges. When transferring funds between the three internal funds, we record the transactions as transfers. Secondly, some asked why we can't show the net figure. If we were to show the net figure, misusing the $21,000 received, the expenses would only reflect $38,000 for PUB, when in reality we are spending $60,000. The correct way to present this is to show the actual expenses and treat the reimbursement as income. What we are doing is the correct approach, and it has been reviewed by auditors as well as by the diocesan finance board. The finance board reviews all audit reports from the parishes, and whenever there is any incorrect statement or presentation, they will bring it to the PCC's attention."
10.27	**Redevelopment Fund updates:** The Treasurer provided an update on the Redevelopment Fund (RDF) status, comparing the figures presented at the 2023 AGM with the final status at the end of 2024. The blue figures represent all the changes in 2024 compared to 2023, while the rest remain the same. In 2024, we had to repay a $90,000 short-term loan to the Diocese and settle a $187,283 retention claim. After clearing all expenses, a balance of $569 remained, which was transferred to the Building Fund. With this transfer, the RDF account was officially closed, leaving the church with only three active accounts.

REDEVELOPMENT FUND UPDATES AS OF 31-Dec-2023	2023 AGM		
DESCRIPTION	2022 AGM (As of 30-Apr-22)	2023 AGM (As of 31-Mar-23)	2024 AGM (As of 31-Dec-23)
1a. Internal (Funds Received)			
Pledges + Donations	$716,728.59	$769,381.41	$783,236.76
Fund Raising	$315,747.03	$350,901.54	$405,807.19
Sale of Hertford Mansion	$1,171,416.47	$1,171,416.47	$1,171,416.47
Withdrawal of Fixed Deposits + Interest	$0.00	$0.00	$82,435.86
Total (1a)	**$2,203,892.09**	**$2,291,699.42**	**$2,442,896.28**
1b. Internal Transfers			
Amount transferred from GF to RDF (Resolution - 2017)	$60,000.00	$60,000.00	$60,000.00
Amount transferred from BF to RDF (Resolution - 2017)	$240,000.00	$240,000.00	$240,000.00
Amount transferred from MF to RDF (2017)	$18,098.00	$18,098.00	$18,098.00
Amount transferred from BF to RDF (EGM - Nov 2015)	$538,508.69	$538,508.69	$538,508.69
Amount transferred from BF to RDF (AGM - 2023)	$0.00	$0.00	$15,099.50
Amount Transferred from GF to RDF (AGM - 2023)	$0.00	$0.00	$100,000.00
Total (1b)	**$856,606.69**	**$856,606.69**	**$971,706.19**
INTERNAL TOTAL (Funds Received (1a) + Transfers (1b))	**$3,060,498.78**	**$3,148,306.11**	**$3,414,602.47**
2. External (Funds Received)			
Loan From Diocese (750K)	$750,000.00	$750,000.00	$750,000.00
Short Term Loan From Diocese	$0.00	$90,000.00	$90,000.00
Donation from Far East (Inclusive of Interest)	$3,123,319.89	$3,123,319.89	$3,123,319.89
Donation from Far East	$500,000.00	$500,000.00	$500,000.00
EXTERNAL TOTAL (2)	**$4,373,319.89**	**$4,463,319.89**	**$4,463,319.89**
TOTAL FUNDS (INTERNAL + EXTERNAL)	**$7,433,818.67**	**$7,611,626.00**	**$7,787,922.36**

RDF PROJECT UPDATES	2022 AGM (As of 30-Apr-22)	2023 AGM (As of 31-Mar-23)	2024 AGM (As of 31-Dec-23)
Project Cost	**$7,700,000**	**$7,758,495**	**$7,758,495**
Payments	**$6,964,228**	**$7,571,212**	**$7,758,495**
Final Amount Payable	**-$735,772**	**-$187,283**	**$0.00**
***Cash at Bank**	**$469,456**	**$15,352**	**$569**
****Loan from Diocese (Balance from 1M Loan)**	**$250,000**	**$0**	**$0**
Final Amount Payable (Shortage)	**-$16,315**	**-$171,932**	**$569**

10.28 **Update on Diocese Loan repayments:**

The Treasurer shared the following on the Loan repayment to Diocese.

Loan Amount (Including short Term loan 90k)	**$840,000**
Payment as of 30th April 2024	**$306,450**
Balance to be Paid	**$533,550**

Committed Monthly Payment	
May 2024 to Nov 2026 ($16,650 monthly)	**$516,150**
Dec 2026 - (Last Payment)	**$17,400**
Total	**$533,550**

The Treasurer mentioned that if we continue our monthly installment, our last payment will be in December 2026.

10.29 **Explanatory notes for the three funds:**

The Treasurer provided the following explanatory notes for the three funds, which reflect actual expenditures, including the fund transfers.

EXPLANATORY NOTES ON FUND BALANCES FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2023

1. GENERAL FUND	**2023**	
Income	**($)**	**Audit Report Page Ref.**
Total Income	$770,955	Page 5 & Page 28 (Note 18) & Page 29 (Note 20, 21)
Total Income	**$770,955**	
Expenditure		
Total Expenditure	**$668,338**	Page 6
Surplus / (Deficit)	$102,617	
Add: Quota received from Development Fund	$8,066	Page 23 (Note 12)
Less: General Fund tithing to Mission Fund	$60,402	
Less: Transfer to RDF towards Retention Payable/Short Term Loan	$100,000	Page 23 (Note 12)
Nett: Surplus / (Deficit)	**($49,719)**	

2. MISSION FUND	**2023**	
Income	**($)**	**Audit Report Page Ref.**
Total Income	$180,571	Page 25 (Note 15)
Expenditure		
Expenditure	$164,585	Page 25 (Note 15)
Nett: Surplus / (Deficit)	**$15,986**	

3. BUILDING FUND	**2023**	
Income	**($)**	**Audit Report Page Ref.**
Total Income	$474,526	Page 24 (Note 13)
Expenditure	**2023**	
Water & Electricity	$88,818	Page 24 (Note 13)
Property Tax-Church Building & Investment Property	$20,453	Page 24 (Note 13)
Repairs & Mainteance (Refer Note *1)	$99,998	Page 24 (Note 13)
Bank charges/Insurance	$1,623	Page 24 (Note 13)
Expenses under Property,Plant & Equipment (Refer Note *2)	$53,130	Page 19 (Note 8)& inclusive renovation,furniture-fittings,medical equipment
Loan repayment to Diocese	$149,850	page 9 (Cash flows fm financing activities)
Total Expenditure	**$413,872**	
Surplus/(Deficit)	$60,654	
Less: Tithing to Mission fund	$36,780	page 24 (Note 13)
Less: Quota Paid to General Fund	$8,066	page 24 (note 13)
Less: Transfer to RDF towards Retention Payable	$15,099	page (note 13) included in $559002)
Nett: Surplus/(Deficit)	**$709**	

Note *1

United Hygiene Cleaning Company	$63,334
Repair & Maintenance	$36,663

Note *2

Renovations	$43,531
Furniture & Fittings/Medical Equipment	$9,599

Acceptance of Audit Report for 2023 by the members.

- **Proposer:** Mr. Prem Ambrose
- **Seconder:** Mrs. Hema Christopher

10.30 **The Treasurer presented the follow as the Budget for 2024**

BUDGET FOR YEAR 2024

1. GENERAL FUND	BUDGET 2024	ACTUAL 2023
Income	($)	($)
Offerings	$208,839	$216,619
Tithes & Pledges	$556,456	$485,274
Church Ministry	$31,016	$66,337
Other Income	$2,000	$2,725
Total Income	**$798,311**	**$770,955**
Expenditure		
Quota to Diocese	$81,000	$72,709
Clergy	$261,392	$228,220
Staff	$211,010	$180,595
Church Ministry & Other Expenses	$212,200	$186,814
Total Expenditure	**$765,602**	**$668,338**
Surplus / (Deficit)	$32,709	$102,617
Add: Quota received from Development fund	$10,000	$8,066
Less: General Fund tithing to Mission Fund	$66,000	$60,402
Less: Transfer to RDF towards Retention Payable/Short Term Loan	$0	$100,000
Nett Surplus / (Deficit)	**($23,291)**	**($49,719)**

2. MISSION FUND	BUDGET 2024	ACTUAL 2023
Income	($)	($)
Church Tithing	$66,000	$60,402
Development fund tithing	$39,180	$36,780
Missionary to Nepal from Church (Nepal)	$20,000	$17,280
Men For Christ	$14,400	$14,763
General Mission	$39,696	$37,897
Indian Friends Tamil Ministry	$24,500	$13,449
Total Income	**$203,776**	**$180,571**
Expenditure		
Missionary to Nepal from Church (Nepal)	$40,700	$40,040
Men For Christ	$14,400	$14,000
General Mission	$134,075	$84,480
Indian Friends Tamil Ministry	$48,140	$26,065
Total Expenditure	**$237,315**	**$164,585**
Surplus (Deficit)	**($33,539)**	**$15,986**
Deposit - Provision for Church Building - Pokhara	**$20,000**	**$33,000**
Nett Surplus (Deficit)	**($53,539)**	**($17,014)**

3. DEVELOPMENT FUND (BUILDING FUND)	BUDGET 2024	ACTUAL 2023
Income	($)	($)
Goodwill donation Income - building blocks	$343,800	$313,800
Leasing income - Investment property	$48,000	$48,000
Other income, Other Users	$2,291	$1,411
PUB Reimbursement	$50,400	$66,398
Verger salary from General Fund	$26,160	$21,600
Donations & Fund raising income	$106,000	$23,317
Total Income	**$576,651**	**$474,526**

Expenditure		
Property Tax-Buildings & Vanadium	$57,277	$20,453
PUB Services	$84,000	$88,818
Repairs & Mainteance/Misc Contigency	$172,318	$99,998
CSB Loan Repayment	$199,800	$149,850
Expenses under Property, Plant & Equipment (Note *3)	$0	$53,130
Bank charges/Insurance	$2,818	$1,623
Total Expenditure	**$516,213**	**$413,872**
Surplus / (Deficit)	$60,438	$60,654
Less: Building Tithing to Mission Fund	($39,180)	($36,780)
Less: Quota Paid to Less: Quota Paid to G	($9,600)	($8,066)
Less: Transfer to RDF towards Retention Payable	$0	($15,099)
Surplus / (Deficit)	**$11,658**	**$709**
Deposits & Reserves - Sinking Fund	**$19,590**	**$18,090**
Nett Surplus / (Deficit)	**($7,932)**	**($17,381)**

Acceptance of Budget for 2024 by the members.

- **Proposer:** Mrs. Priya Aruldass
- **Seconder:** Mrs. Ruth Kumaravelu

11.0 **Chairman's Closing Remarks:**

The Chairman expressed his gratitude for all that was presented in the AGM for their cooperation, particularly emphasizing the importance of thanking all the senior citizens. He mentioned, "Let me also extend our thanks to the outgoing PCC member, Bro. John Gipson. He further expressed appreciation, stating, "I also wish to thank Sister Rani and all those who provided assistance, particularly the E-Ministry members who helped organize the AGM. There was a lot of work that went into it. So, on behalf of the church, I want to extend our thanks.

12.0 **Closing Prayer:**

The meeting concluded at 4.05 pm with a prayer and benediction led by Canon. Steven Asirvatham.

.... Rev Canon Steven Asirvatham Vicar of Parish of Christ Church Chairman of the AGM	.... Mr Ravindran Rufus Honorary Secretary