

**Parish of Holy Trinity with St. Mary's, Bungay**

**10<sup>th</sup> March 2026 at 7:30pm**

**in Holy Trinity Church**

**ANNUAL MEETING OF PARISHIONERS FOR THE ELECTION OF  
CHURCHWARDENS**

*followed by*

**ANNUAL PAROCHIAL CHURCH MEETING**

**Agenda**

Approval of the minutes of the last Annual Meeting (11<sup>th</sup> March 2025)

Presentation of the Electoral Roll

**Reports**

- \*Rector's Report
- \*Churchwardens' report
- Fabric Report
- \*Financial Report
- \*PCC Secretary's Report
- Deanery Synod Report
- \*Safeguarding Report
- \*Report from Lightwave  
Church Groups
- (\* previously circulated)*

**Elections and Appointments**

- Deanery Synod representatives.
- Parochial Church Council representatives.
- Independent Financial Examiner

**Any Other Business**

*If you want to ask a question about any of the attached reports, or have a matter you wish to raise under any other business, please contact one of the churchwardens.*

*If you need a large print version or would prefer a digital version, please email [wmxrobinson+ch@gmail.com](mailto:wmxrobinson+ch@gmail.com).*

## **THE PARISH OF HOLY TRINITY WITH ST MARY, BUNGAY**

**Annual Meeting of Parishioners** (formerly known as the Vestry Meeting) held in the Church Room on Tuesday 11th March 2025 at 7.30 pm

Terry Reeve welcomed Graham Naylor to his first PCC meeting as rector.

Graham began the meeting by paraphrasing Acts 6 "When things got busy, the apostles needed practical help" and welcomed those who enabled ministry to function.

Graham announced that Terry Reeve was standing down as churchwarden and thanked him and Lesley Guilfoyle for their work as churchwardens, especially in guiding the church through the interregnum. Lesley was willing to stand again (nominated Nic Davidson, seconded Elizabeth Rayner). Stephen Went (nominated Wendy Robinson, seconded Lesley Guilfoyle) was willing to stand. There being no other nominations these two were elected as churchwardens. This concluded this meeting.

### **Minutes of the Annual Parochial Church Meeting held in the Church Room on Tuesday 11<sup>th</sup> March 2025 at 7.30 pm**

Graham Naylor, rector, chaired the meeting. 17 parishioners attended and apologies were received from John and Elizabeth Rayner, Pat Ripley, Lesley Hand and Catherine Fuller.

**The minutes** of the last annual meeting on March 12<sup>th</sup>, 2024, were approved as a true record, proposed by Terry Reeve and seconded by Mary Sprake.

**Electoral Roll** – Stephen Went reported that, as happened every five years, a new roll had been compiled. This stands at 43 members, considerably down on the previous roll, but Stephen said this reflected those who had died or moved away.

Printed copies of the following reports were circulated beforehand and are attached to these minutes\*.

**Churchwardens' report**

**Fabric Report**

**Financial Report**

**Lay Elders Report**

**PCC Secretary's Report**

**Deanery Synod Report**

**Safeguarding Report**

**Report from Lightwave**

Graham said he is investigating the progress of the Bungay/Mettingham merger.

**Fabric Report** Terry said he and Lesley had met Theo Wells to see which of the issues in the Quinquennial Report he could deal with.

**Finance** Edward Land said that the Lightwave funding contribution this year was £22820 but this was the final year of funding. Graham thanked Stephen for his work as treasurer.

Graham said that, going forward, he wanted to see how best to use the **Lay Elders**.

**Deanery Synod**, Clive said that Nic Davidson had attended the deanery's environmental meetings. Graham stressed that the Deanery Synod was an important link with local churches and upwards to the Diocesan Synod and General Synod.

**Safeguarding** Graham pointed out that the training is needed so we can recognise a safeguarding disclosure when we hear it, and know what to do about it.

**Lightwave** The "Best New Community Group" award was for 2024, not 2025.

Sheila Cooper said that the "Share and Care" group was a valuable asset to the church and thanked Linda Tricker for managing it. She also commended the Men's Breakfast group, an ecumenical group attended by several from Holy Trinity.

### **Elections and Appointments**

**Deanery synod** – Clive was willing to continue so remains as our representative. Anyone can attend a synod meeting if they wish, although only Clive can vote.

**PCC** – The following are ex officio members of the PCC:-Graham, Ed, Terry (until Stephen is admitted as churchwarden), Lesley (churchwarden), Stephen (churchwarden elect), Clive (diocesan synod representative).

The following current members of the PCC were elected last year and were willing to continue:- Sheila Cooper, Nic Davidson, Richard Dixon, Therese Fenn, Catherine Fuller, Wendy Robinson and Mary Sprake. All in favour.

As our electoral roll has fallen below fifty, the standard number of PCC members has gone down. Wendy Robinson proposed, under section M15(9) of the Church Representation Rules, that the maximum number of elected representatives be nine. Seconded Mary Sprake, all in favour.

**Independent financial examiner** - Paul Cunningham is willing to continue in this role. Proposed by Stephen Went, seconded by Clive Tricker, and approved.

### **AOB**

There being no further business all joined in the Grace and the APCM was closed.

*\* NB The reports referred to above are **not** attached. The following reports are for 2025.*

**Rector's Report for Year 1 January-31 December 2025**  
**APCM 10 March 2026**  
**Holy Trinity Church, Bungay**

Dear friends

I suspect the year began for all of us with a sense of "What will this year be like", not least as I prepared to move to Bungay and you prepared for me arriving as the new incumbent! As I have reflected on the year in drafting this report, I have done so with gratitude and a greater appreciation of God's faithfulness to us.

The induction service on 17 February 2025 was a joyful and wonderful start to my ministry in the Benefice. Not many clergy can say they had two Bishops (well, Bishop Graeme, acting diocesan bishop, and Father John Thackery, representing the Bishop of Richborough) and two Archdeacons conducting their induction service, along with the largest number of clergy I'd seen in a procession outside the cathedral! I am grateful for your welcome and support then and since. I am also grateful to the churchwardens, PCC, clergy, and others, who sustained the church through the vacancy.

Soon after arriving, we moved into Lent and explored the Psalms of Lament during the well-attended Lent Course, before celebrating Holy Week and Easter.

In March and April, we celebrated a number of baptisms and then Bishop Graeme returned in May to conduct a confirmation service. We give thanks for the candidates and the significant steps they took in their faith journeys.

In September, we said goodbye to AD Sally when we invited her to conduct a final service and we gave thanks for the support she has been to Holy Trinity during her time as archdeacon and especially during the vacancy.

Over the Christmas season, we enjoyed having many folk from the wider community join us for our various services and events. Numbers, although not the only measure, were the highest since before covid, which was very encouraging.

At last year's APCM, I spoke about the need for the local parish church to recapture the vision of what it is for a community of believers to be a living temple in which the Holy Spirit can dwell. Over the year, through worshipping together including services combining the 9:30am and 4:00pm congregations and other activities, I believe we have begun to develop a growing sense of being a community of believers and not simply individual believers attending the same church services. The integration of the ministry and mission of the Lightwave Hub with that of Holy Trinity has been an ongoing project, as we have looked at the sustainability of the Lightwave activities in 2026 and beyond. We were pleased to get confirmation of extended funding to the end of 2027 for Rev'd Edward Land, Heather Land and Nathan Thomas (although Nathan resigned for family reasons in December).

The Pastoral Reorganisation Scheme to merge Holy Trinity and Mettingham as one parish has moved slowly through the administrative procedures, but we hope that will be completed in early 2026.

Towards the end of the year we recommissioned Elizabeth Rayner, John Rayner, Terry Reeve and Stephen Went as Lay Elders. I am grateful for their ministry, their support in my ministry, and their willingness to continue to serve us.

After considerable time, Faculty permission was finally granted in December for the south aisle reordering project. In 2026 our attention will turn to the challenge of raising money for the work to be done.

We have continued and developed the links with the community through the occasional offices, particularly funerals; Trinity Toddlers; schools services including Harvest and Christmas; coffee

mornings; civic events and being a venue for the Bungay Folk Festival and the Waveney SHE Choir concert.

As we look to 2026 and beyond, we face the challenge of finances in respect of day-to-day expenses, parish share, and the reordering project - not least as the Lightwave contribution to parish share ends 31 December 2025. However, I believe the God who calls us also equips and resources us for the ministry and mission he calls us to do to proclaim the Gospel to the community around us.

As I look back on the year, I want to express my thanks to all who have supported and contributed to the ministry of Holy Trinity and Lightwave in so many different ways, both visibly and in the background – clergy colleagues, churchwardens, PCC, volunteers and the wider congregations. It has been, and continues to be, a privilege to serve and lead this community of believers. I look forward to doing so in 2026 and beyond.

*Rev'd Graham Naylor  
Rector of the Bungay Benefice  
19 February 2026*

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### **Churchwarden's Report**

The year started with the Parish still in Interregnum although Rev Graham Naylor had been appointed. Graham's installation took place on a cold February evening with the church packed for the occasion. At the last Annual Meeting Terry Reeve (finally) stood down as a churchwarden with Stephen Went being appointed. Thanks to Terry for all your hard work over the years and our grateful thanks for your continued support.

The regular service pattern continued through the year and we have seen a small but steady increase in the number of worshippers. The 4pm service has become a staple at Trinity as it has outgrown the Lightwave Hub.

We are grateful to Theo Wells who has carried out a number of small but essential repairs to the fabric of the church as highlighted in the Quinquennial Report. Theo is a diligent worker and we are blessed to have him onboard.

Work continued on getting the permission to remove the pews along the south wall and to deal with the damp issues there as well as install further heating. Terry has been extremely patient dealing with architects and the DAC.

Trinity Toddlers continued and has been well supported. Easter and Christmas were both celebrated in style with appropriate gifts being given on each occasion. Every endeavour was made to link in with Spud Club and to family orientated Christmas Services.

We once again hosted the Folk Festival in September when a large number of people visited the church and enjoyed the refreshments, enabling us to raise funds for repair work to the Church. We also managed a refreshment morning during the summer where many took the opportunity to catch up with old friends.

We enjoyed a full season of Christmas Services all of which were well supported and saw increases on 2024 numbers.

Some members of the PCC took the opportunity to have a guided walk around All Saints, Mettingham to see for themselves the responsibilities the PCC will assume when both Parishes merge.

The churchyard continues to be cared for by BCV and we are already seeing a great improvement in the diversity there.

We now look forward to 2026 with Graham leading us – we think it will be an exciting year!

Many thanks to all those people who volunteer at the church to keep things running smoothly – there are so many!

*Lesley and Stephen*

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Safeguarding in our Benefice

***Safeguarding is the protection of people from abuse, neglect, and harm.***



We all have a role to play in promoting a safer Church. Holy Trinity Church, Bungay and All Saints Church, Mettingham, have committed to provide a safe and welcoming environment for all. Our Clergy, Church Wardens, PCC members, group leaders, and all those working in volunteer roles, regularly renew safeguarding training, which involves advice on recognizing risks, taking preventative action, and responding appropriately to concerns. This year our policies for safeguarding were reviewed and updated. Information on safeguarding is available on church notice boards, the website and in the magazine. Further information can be accessed on the C of E Suffolk website, on entering site, look for 'Safeguarding'. Please remain alert, familiarise yourselves with basic safeguarding and share any concerns you may have. I along with PCC members will be happy to share information and advice.

*Therese Fenn – Benefice Safeguarding Officer, 2<sup>nd</sup> February 2026*

**The Safeguarding Policy** adopted by Bungay Benefice is in line with the Diocesan Safeguarding Policy:

- *Promote a safer environment and culture,*
- *Safely recruit and support everyone who is working with people at increased risk of harm or abuse within the church,*
- *Respond promptly to every safeguarding concern or allegation,*
- *Care pastorally for victims/survivors of abuse and other affected persons,*
- *Care pastorally for those who are the subject of concerns or allegations of abuse and other affected persons,*
- *Respond to those who may pose a risk to others,*

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## **PCC Secretary's Report for 2025**

The PCC consisted of Ed Land (ex officio, Lightwave), the two churchwardens (Stephen and Lesley), Clive (Deanery synod representative) and eight elected members, joined by Graham in April after his induction. When possible a representative of Mettingham PCC joined us pending the merger of the parishes. A meeting was held with James Halsall and Archdeacon Rich to find out what the merger entails.

We met for ten full meetings with an average attendance of ten members.

The PCC continues to ensure that the basics of church finances, the state of the building, health and safety issues and safeguarding are being addressed, and to comment and advise on the pattern of services when required. Policies on these matters have been adopted by the PCC and are displayed in church where appropriate.

The slow progress of the church reordering has reached a milestone with the granting of a faculty but will continue to occupy the PCC for some time to come.

The PCC was happy to approve the work of BCV in the churchyard, prayer resources for Thy Kingdom Come, hosting the World Day of Prayer service and the use of the church as a venue for a Folk Festival event.

*Wendy Robinson*

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## **Lightwave report 2025**

Lightwave has a vision of bringing the **Light, Life and Hope** of Jesus to people in Bungay and Beyond. We do this through:

### **Prayer**

We have continued to pray throughout the year on Tuesday mornings at the Hub – this time has been significant in covering all that we do in prayer.

### **Loving & Serving**

Spud Club (a weekly after school club with crafts and a meal) has met weekly during term time. On average we have 25 adults and children come along each week, we have made some great connections with families in the town. The children have loved the fun, food, prayer station and the weekly Lightwave challenge.

Sports Holiday Club ran over two days again at the Maltings Pavilion in July, it was great to connect with new children and families over the two *rather wet* but fun days – we used some of the Scripture Union - half time material to talk about faith with the young people.

### **Groups**

The youth group have continued to meet at the Hub during term time and the Youth Band also met weekly on a Friday. We ran Youth Alpha over 8 weeks with 10 young people and had a fantastic away day at Norwich Ski Centre where we went Tubing. We then went to St Alban's Church (Norwich) where we learnt about and experienced the Holy Spirit.

We also ran an adult Youth Alpha group that met at the Hub on Friday mornings – we went for our away day at Quiet Waters and the material was good preparation for those getting baptised or wanting to grow deeper in their faith.

Soul Children Gospel Choir was launched in January and the group of 7 – 11yr olds met weekly at the Hub learning new songs, dancing and growing in faith. They had two opportunities to perform at our Celebration night in July and at the Christingle service.

Lightwave adults group have met regularly, and we have enjoyed doing the Practicing the Way discipleship course and the Bible course.

### **Schools work**

We have continued to do monthly assemblies at Bungay Primary School, we have also had them over to Holy Trinity for special seasonal services throughout the year (Harvest, Christmas and Easter).

We go into Bungay High School weekly to help support the work of the Chaplaincy, through doing 'Lightwave Challenge on the playground' and we support the weekly CU on a Thursday lunchtime – we often get 15 – 20 students coming along.

### **Sunday gatherings**

The 4pm began the year at Emmanuel Hall, we then met at Holy Trinity from Easter. Sundays have continued to a special time in the week where we gather as an all-age worshipping community.

### **Worship Nights**

We held 3 worship nights throughout the year, these were planned and led by the youth group and youth band. We had guest speakers including, Matt Levett (Diocese Youth Enabler) and Laura Mumford (Diocese Growing Younger Enabler). We have also attracted people from across the Deanery to these worship nights.

### **Highlights**

Easter Baptisms and Confirmations, these were lovely, significant moments for people that we have journeyed with that made commitments to following Jesus. We had the privilege and joy of Baptising 4 children and 3 adults this year.

The Christingle was fun, holy and reverent and the Soul Children Choir performed beautifully.

**Quotes (taken from our 2025 impact survey)**

*'It is an encouragement to me to be a small part of a vibrant community of believers which includes children and young people, as well as those of my generation.'*

*'Lightwave has awakened my faith.'*

*'I have found fellowship, community, friends, kindred thinkers and a sense of belonging. My faith needed accountability to be strengthened into a place of real conviction.'*

*'Being part of other people's journey is inspiring and the studies we do, especially Practicing the Way, really help me expand and deepen my own faith journey. I find this supportive in itself.'*

Reverend Edward Land