



The Crypt School Parent Teacher Association

Parents, Teachers and Friends

cspta@cryptschool.org

Minutes of Annual General Meeting 28th April, 2026

Venue: Crush Hall, The Crypt School

1.	Welcome by the Chairman MB welcomed all to the meeting.	MB
2.	Present Sharon Byfield (SB) Indu Arza (IA) Debbie Jordan (DJ) Liz Bastock (LB) Rebecca Scanlon-Brown (RSB) Cheryl Fieldhouse (CF) Peter Fieldhouse (PF)	Tracy Scott (TS) Steve Scott (SS) Mike Byfield (MB) Nick Dyer (ND) Hazel Wasley (HW)
3.	Apologies Pauline Rudkin-Maclaren	
4.	Chairman's Report As part of the Chair's report I wanted to reflect on our achievements at this our 51 st SCPTA AGM. To look at what we have given as individuals in the group, the PTA – and what it means to our children and the school. What we have each given is a little of our time and effort. We do this by helping to provide refreshments and supporting: School concerts - A chance for children to shine. A chance to demonstrate what they have achieved. Open evening - Where we are often engaged in discussions with parents about our view of the school. The Oliver Show – Adding to the theatre experience by providing theatre style refreshments. Adding to the whole experience	MB

	We have also put on a Christmas Fair, a quiz evening, as well as supported Debbie with the Harry Potter event. We have also supported an event for past students, the Old Crytians. Managed a school uniform shop that supports a circular economy by selling pre-loved items, and continue to run fundraising programs like the 200 club. What does all this mean? All of these activities not only support various events, but also generate funds so that we, the parents, can more directly enrich the lives of our children. School staff submit bids where school funds are not forthcoming. This year we have provided: 3D printers in for the F1 project Sports equipment from footballs, safety padding, to new shirts. Funding for a library project that included having authors come into school and share their experiences of writing. The funds for a sensory garden for the pastoral team Helped parents purchase outfits for the cheerleader group A stage piano, a new drum kit, keyboards, headphones , music software etc, all to help those children wishing to express themselves musically. Final Note Our time and effort have a double impact. It is challenging to develop and maintain a network of volunteers. This is the challenge this group faces. With 43% of the current student intake coming from Gloucester City, it is important to encourage greater participation from a wider group. Only by doing so will the PTA flourish!	
5.	Treasurer's Report These are the Crypt School Parents Teachers Association Accounts for the Academic Year, period September 2024 – August 2025. There are 2 accounts; the current account, comprising daily income and expenditure, and the uniform account. At the end of August 2024, the current account had a balance of £14,059, whilst the uniform Shop account had a balance of £43,589. A total of £57,648. We sold refreshments at in-school events, organised the School Xmas Fair, Quiz & had a further Easter Egg Raffle, as well as the monthly 200 club. Throughout this period, we raised: · £4,716 partaking the monthly 200 club raffle · £1,880 (Approx) from the Christmas Fair	SS

- £1,212 from refreshments
- £580 from Easter Raffle
- £566 through online shopping via the Easyfundraising app
- £914 Gift Aid claim for those 200 club members, who had signed up to Gift Aid (paid Sept 25)

In addition to paying out £2255 in 200 club prizes, we funded the following:

- £2065 to Drama Dept
- £200 to Business Studies Dept
- £1150 to English Dept
- £2760 to the Music Department, for various equipment and software
- £2865 to PE Dept
- £14,225 to Hall Decoration

At the end of the year (August 2025) the balances were £12,464 & £29,681. A total of £42,145.

A big thank you to all volunteers, helpers & parents who contributed to this successful year

SS commented that 200 Club and EasyFundraising were good ways of raising money with relatively small time effort required. Raffles are also a good way of raising money.

Gift aid has been done for the last tax year. Annual charity return has also been done.

The monthly figure up to the end of March 2026 was also presented:

Current Balance of PTA account is £11194 (decreased £1000 since last month)

Current Balance of Uniform account is £27344 (decreased £212 since last month)

So total @31/3/26 £38538 (down £1212)

Bids paid this month -

IT bid - £870

Cheerleading - £500

Main Outgoings

Quiz expenses £131

Main Income

Izettle *1 - £275

Upcoming in April

izettle - £751 (Quiz, Open Mornings and Spring Concert)

6.	Election of Officers The following officers were elected: • Chair – There was no volunteer to replace Mike Byfield who is standing down. • Vice Chair – Peter Fieldhouse was voted in to replace Tracy Scott who is standing down. • Secretary – There was no volunteer to replace Sharon Byfield who is standing down • Treasurer – Cheryl Fieldhouse was voted in to replace Steve Scott who is standing down. The handover will take place over the next 2 months. SB and MB will still be members of the PTA and will still help at events. Action: The committee will work out how to function until the Chair and Secretary roles being filled, and also will publicise the work that the PTA does with the aim of getting new volunteers.	MB
7.	Volunteers to assist the Committee LB and IA will continue with uniform, and RSB will continue with refreshments. There is currently a large stock of second hand school uniform. Indu will co-ordinate a second hand clothing sale at the new Y7 evening on 18th June. Hazel will let parents know that second hand uniform will be sold when she sends out the invitations. Actions: LB will co-ordinate a second hand clothing sale at the new Y7 evening on 18th June. HW will let parents know that second hand uniform will be sold when she sends out the invitations. The committee will look for another team member to take on the role of managing the 200 Club.	CB
8.	Headmaster's Remarks ND thanked the outgoing members, and appreciated how the PTA enriches school life, not only by raising money but also in liaising with new parents and our advocacy for the school. The students have a rich experience and the school staff are also very appreciative of the PTA's contribution. ND also thanked the people who are stepping into roles, and is grateful for new people joining with new ideas and also to the team who are staying to share their experience. Thank you to everyone!	ND
9.	Bids Thea Gooch PE: Cricket £860 As we are now in the summer terms, the PE department are introducing a variety of new sports to keep students both challenged, and engaged. One of the sports we are now doing for both boys and girls across all age groups and abilities is cricket; which in recent years, has seen a massive increase in opportunities, especially for female athletes. However, in order to be able to deliver effective, productive cricket sessions, we are in need of a variety of new equipment so that each group of students can have access to bats, balls etc which will enable them to learn the new skills and therefore progress. At the	

moment, they have very little equipment which limits the delivery of intended quality lessons.

The cost will be £860 for stumps, bats, windballs, tees and glory balls.

The PE department will use the same reliable, external source (Martin Berrill) who has provided them with quality kit and uniform in the past.

The equipment will help:

- Build pride, identity, and inclusivity.
- Provide equal access for all students, regardless of background.
- Introduce new opportunities to participate in sport.
- Raise the profile of school sport.
- Boys' and girls' games groups and sports teams across the school.
- Increased participation and equality in sport.
- Boosts confidence, teamwork, and school reputation.

Discussion: There are lots of interschool comps for boys and girls in cricket which we have not been participating in – this will allow us to access those competitions. A lot of students currently bring their own kit in, but we would prefer to open the access to everyone. We have some elite cricketers who play outside the school as well.

There is a feeling of a chasm between the 'cricket haves' and 'cricket never dones'. One Y7 went to cricket after school and couldn't participate because he didn't have his own bat. Cricket is a big commitment – currently you have to bring all your own kit. It would make it more accessible if there is school kit so that pupils can try it before they make the commitment.

The committee voted unanimously to support the bid.

Andy Hart PE: Flags in Crypt House Colours

Mr Hart submitted a bid for flags in house colours that could be used at sports days but also for other school events.

Action: RSB volunteered to liaise with Mr Hart and get flag designs made up at a cheaper cost.

The committee voted to support this bid.

General Discussion

The PTA have previously talked within the school about encouraging other departments to submit bids, as most of the bids we receive come from Music and PE. DJ will speak with teachers who run clubs, HW and ND will speak with department heads.

There was a suggestion to discuss if we can accept bids for small amounts without filling in the form eg small amounts for online conferences or guest speakers.

10. Events

18 June New Y7 Pastoral evening - 200 Club sign up is very important. Posters are available TS can't be there

24 and 25 June – Open Mornings

1 July Y7 and 8 Showcase Concert

4 July Cabaret Evening – possibility to have optional food and drink tickets (Ms Crozier)

	Action: RSB will let Hazel know re volunteers and when refreshments will be open and will liaise with Ms Crozier re 4th July We will have a licence for 1st and 4th July HW asked if we could have tickets and a prize for staff in the next online raffle as they would also like to take part	
11. Uniform	The PTA have received lots of donations, we continue to have a small number of monthly orders. The school will not make any changes regarding the policy of only 4 branded items until it comes into law. We have old rugby tops with sleeves - parents only want to buy the short sleeve rugby shirts now Actions: LB will talk to PE about whether they can be used by the PE department or otherwise donated to a local team (eg maybe the Old Cryptians). RSB will circulate details of a charity that takes unwanted sports kit to Africa. HW will give us 20 scarves to sell on 18th June and we can then have another push in September when it starts to get colder. HW will also do a post for leavers to donate unwanted school uniform	
12. 200 Club	The monthly draw currently has £50, 40, 30, and 3 x £10 prizes. It provides a steady stream of income. Occasionally people leave if their children are leaving the school.	
13. Dates of Next Meetings	Monday 18th May Tuesday 30th June	
14. AOB	Team Dinner – suggested date 6th July	
15. Action Summary	• The committee will work out how to function until the Chair and Secretary roles being filled, and also will publicise the work that the PTA does with the aim of getting new volunteers. • IA will co-ordinate a second hand clothing sale at the new Y7 evening on 18th June. HW will let parents know that second hand uniform will be sold when she sends out the invitations. • The committee will look for another team member to take on the role of managing the 200 Club. • RSB volunteered to liaise with Mr Hart and get flag designs made up at a cheaper cost. • RSB will let HW know re volunteers and when refreshments will be open and will liaise with Ms Crozier re 4th July	

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| | <ul style="list-style-type: none"> • HW will give us 20 scarves to sell on 18th June and we can then have another push in September when it starts to get colder. • HW will do a post for leavers to donate unwanted school uniform • MB will discuss Benevity website with Sarah Veal. • MB will send out a message to confirm who has the 2nd card reader/iPad. • SB will collaborate with LB on creating a list of places where we should advertise events • SB will put together a yearly plan of PTA events • MB will look into maintenance of the PTA cupboards in the school kitchen | |
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Chairman: Claire Berry
Secretary: Sharon Byfield

Vice Chairman: Claire Gooch
Treasurer: Steve Scott

Web: <http://www.cryptschool.org/association-aims/>
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The Crypt School Association (known as The Crypt School Parent Teacher Association), Podsmead Road, Gloucester GL2 5AE
The Crypt School Association is a registered charity dedicated to supporting the school, registration number 280200