



Minutes of the ABPCO 2026 Annual General Meeting

Thursday 11 June 2026 – via Zoom 9.30am

Member Attendees:

Kate Sargent, Pauline Beattie, Sammy Connell, Jessica Letters, Louise Watson, Karen Edwards, Emma Duffy, Nicole Leida, Sarah Jones, Paul Gentry, Patrizia Male, Katherine Boyling, Paul Swain, Naomi Jessop, Gayle McGuinn, Sarah Byrne, Anne Taft, Leanne Planche, Rose Padmore, Madalina Marincas, Helen Wormall, Gema Rodriguez, Sarvjit Wunsch, Rebecca Cadman-Jones, Chloe Turner, Kat Johnson, Molly Lissaman, Heather Enticott, Nicola Williams, Richard Morris, Rob Eveleigh, Gemma Jones, Kesia Wills, Sergio Gallego-Schmid, Candice Kass, Laura Henry, Sarah Clayton, Jess Hippey, Nicola Pearce, David Parker, Katie Bolton, Samantha Shamkh, Gemma Jones, Sanj Kumar and Zack Puttock.

Item 1 – Opening Remarks by Sammy Connell and Pauline Beattie

Sammy welcomed everyone to the meeting and reminded attendees of the ABPCO Code of Conduct. Participants were encouraged to use the chat function/reactions to engage with the meeting. Pauline ran through the meeting agenda.

Item 2 – Minutes of the 39th Annual General Meeting

Emma Duffy proposed and Madalina Marincas seconded that the minutes of the 38th AGM held virtually on Tuesday 17th June 2025 be APPROVED and signed as a correct record. AGREED unanimously.

Item 3 – Constitution Change

Pauline outlined a proposed new membership grade, Apprentice Member. The grade has been reviewed and approved by both the ABPCO Accreditation Committee and the ABPCO Executive Committee.

Criteria: Open to anyone enrolled in a Level 3 event-related apprentice scheme with an interest in pursuing a career in business or association events.

Costs/Benefits: As per student membership

Application process: Similar to current student member application process except applicant is required to detail their apprenticeship provider and contact name (to

confirm validity of application).

Jessica Letters proposed and Nicola Williams seconded the motion that ABPCO introduce the new membership grade and the majority of attendees raised their hands in agreement. AGREED unanimously.

Item 4 – Adoption of accounts for financial year ending 30 April 2026

Kate Sargent (ABPCO Treasurer) presented a report on the provisional accounts for the year ending 30 April 2026. She noted that a copy of the official audited accounts will be available via from Matt Stalker if anyone would like to study them.

They show a record-high income of £291,683 and a surplus of £20,407. Year-on-year revenue growth and expenditure had primarily been associated with the ABPCO Festival of Learning and Excellence Awards. It was noted that ABPCO had engaged with a third-party PCO to support the delivery of both events to ensure a smooth transition ahead of Heather Lishman's retirement, as well as a recruitment agency to support the recruitment of ABPCO's new Executive Director.

ABPCO's reserves remain well above the target level of £170,000, and the financial position was described as healthy overall.

David Parker proposed and Gema Rodriguez seconded the motion that the accounts be adopted, subject to audit.

Item 5 – appointment of auditors for the financial year 1/5/26 – 31/12/26 and 1/1/27 – 31/12/27

Kate reported that ABPCO would be changing its financial year to Jan-Dec from 1 January 2027 to align with its membership year. This would require a 'short financial year' from 1 May 2026 to 31 December 2027 as part of the transition.

Kate recommended that we remain with the accountants Jon Essam & Co Ltd for both the short financial year and our 2027 accounts. Leanne Planche proposed and Rebecca Cadman-Davies seconded the motion.

Kate closed by thanking ABPCO's Industry Partners for their continued support.

Item 6 – year in review

Sammy and Pauline summarised the highlights and key achievements of the last 12 months. This included:

- A successful ABPCO Excellence Awards in December – record attendance and strongest financial performance on record
- A successful ABPCO Festival of Learning in April – record sponsorship and exhibitor revenue and 100% of attendees felt welcome at the event.

- An expanded programme of CPD for members
- The launch of a new in-house PCO Networking Group and Cvent User Group
- Strengthened industry partnerships and developed new ones with The Power of Events, Elevate, NOWIE and Fast Forward 15
- The successful roll-out of ABPCO's new Allied Member grade
- The recruitment of ABPCO's first Operations Lead to support the smooth running of the Association

Sammy and Pauline closed by sharing a video highlighting ABPCO's achievements of the last two years during their terms in office, before thanking the members for their support.

Item 7 – ABPCO Executive Committee

Matt Stalker thanked Sammy and Pauline for their service and support as co-chairs, on behalf of the ABPCO community. He also thanked outgoing Executive Committee members, Gaynor England, Samantha Shamkh and Kirstin Aram.

Matt then confirmed the results of the ABPCO Executive Committee elections held earlier this year and thanked members for both standing for election and voting.

The successful candidates were: Jessica Letters and Karen Edwards as Co-Chairs, Helen Wormall, James Kennell, Rebecca Towell and Louise Watson as Ordinary Members.

Emma Duffy proposed and Rose Padmore seconded the motion that the election had been held correctly and these positions be ratified. AGREED unanimously.

Item 8 – Questions from the membership - none

Item 9 – New Co-Chair Welcome

Jessica Letters and Karen Edwards addressed ABPCO members, thanking them for the opportunity to serve as co-chair.

Matt thanked members for their attendance and support and closed the meeting.