

# York Climate Commission

## Trustee Group Meeting – Minutes

Wednesday 6 May 2026, 18.00-20.00, Patch, York

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### Present

Jennifer Potter (Co-chair); Henrietta (Hetty) Stock (Co-chair); Juliet Koprowska (Chair of Trustee Board); Vicky BLakey Archer (Trustee); Will McDonald (Trustee); Peter York (Trustee); Eugenia Obeng-Akrofi (Trustee).

### Apologies

Ollie Brown (Trustee), Marco Sakai (Trustee)

## 1. Welcome and Check-in

Each attendee spoke briefly to how they were arriving.

## 2. Co-chair update

Jennifer Potter provided an update under three areas: charity set-up, keeping things moving, and beyond York. Jennifer and Hetty also covered the National / People's Emergency Briefing.

Key points being:

- Work commenced with York Community Consulting, a student consultant initiative who are researching grant options and also web development options for the commission - first report findings to be presented w/c 11th May.
- Doughnut working group progresses prioritising data gathering to be able to create a doughnut model that shows current state of play in York. More resource needed if want to move forward quicker.
- Time spent with some working group leads and also conducting the first steering group meeting.
- We've had a free website audit done by a local digital agency trialling a new audit tool. This has given us a good sense of what's possible and what's needed.
- Draft TOR's written for Trustees and Steering Group
- Meetings booked in with Rachael Maskell (this week) and Richard Webb (early June)- new CEO of York Council.
- In addition had a first gathering with other PCAN leaders from across the region thanks to Leeds Climate Commission
- Considering a YCC response to the YNYCA sustainability consultation
- Discussed The People's Emergency Briefing event happening in York Saturday 9th May 2.30pm and the Commission's support.

## 3.0 Charity set-up/status

- Hetty gave an update on the Charity Status.

- The use of the word "Commission" in the charity name was initially refused by Companies House and then approved.
- The Charity Commission is currently questioning YCC's charitable purposes and asking for more detail on the public benefit and financial planning.
- A business plan has been suggested by the Charity Commission; optional but would help demonstrate expected funding and use of funds.
- Draft Terms of Reference were circulated in advance and are included in the pack for discussion later.

### 3.1 Discussion

- Will raised whether "Sustainable living" more appropriate than "Sustainable development". Hetty confirmed it's a charity commission language.
- Peter raised concerns about sources of funds from companies like Aviva, Nestle and Hiscox for ethical reasons.
- It was agreed to develop an ethical fundraising policy to guide decisions for funding applications.
- Vicky challenged if the funds in the business plan were a little on the ambitious side and if we may want to consider a gentler run into our first year. It was suggested to include Trusts, JRF and the university as potential funders and also to include the wording "Funders who adopt similar values to ours" rather than naming companies directly.
- Will asked whether we'd be open to having membership fees and shared his experience of asking for donations rather than a ticketed event at a different charity event.
- Vicky suggested that more on governance should be included in the Business Plan such as applying for a bank account, putting in place a scheme of delegation and authorised signatories.
- Peter asked for more information around the proposed website project - restrictions and frustrations were shared. Agreed there was a great opportunity to do something in alignment with the commission's strategic position over the city.
- A discussion around the proposed Doughnut Economics project and how it informs strategy/priorities was had. Highlighting that for this year working groups been asked to do their own mini analysis of Doughnut and to pick one to two projects that will shift the dial in an area of Doughnut Economics that aligns to Collaborate, Champion or Challenge. Leeds Doughnut output shared.
- It was suggested to include longer-term actions in the business plan in order to demonstrate the long-term viability of the organisation.
- In relation to Doughnut Economics, discussed the potential for a ten-year plan around Doughnut in particular in order to secure funding for the city that will see a re-audit against doughnut measures (or until a time in which the city embraces it as its own measure).
- Juliet raised that it would be useful for Marco to give Trustees (and other members of the YCC) some training on Doughnut Economics.

## 4. TORs and Ways of working

- All fine on the proposed TORs members agreed useful to have it as a one-pager.

- Discussed two policies Member behaviour policy and Voting policy.
- It was agreed that member behaviour policy does not need to be a policy, but could be a membership agreement that all members have to agree to when signing up to join the commission (tick box on form). Jennifer volunteered to pull together this as an onboarding pack.
- Trustees agreed to review and send any comments on the policies to Jennifer and Hetty.

## 5. Dates for future meetings and AOB

### 5.1 Meeting dates

- Next meetings agreed as follows (venue TBC)
  - Thursday 30th July 6-8pm
  - Wednesday 14th October 6-8pm
- Will to consider using his free tokens from Patch to hire a room

### 5.2 AOB

- No AOB

## 6. Actions

Owner	Action	Timing
Co-chairs (Hetty) with Governance Working Group	Develop an ethical fundraising policy to guide decisions for funding applications.	July 26
Co-chairs (Hetty)	Business plan to be updated to reflect the various discussions as noted, before submission to the Charities Commission.	May 26
Co-chairs (Hetty)	Resubmit application to the Charities Commission	May 26
Co- chairs (Jennifer & Hetty)	Share the Leeds Doughnut city portrait document ( <a href="#">in shared drive</a> ). To be included as a link in Business Strategy Doc.	May 26
Co-chairs (Jennifer)	Ask Marco to organise a session on Doughnut Economics for Trustees (and broader YCC). Can Marco do 30 minutes at the next Board Meeting?	
All	Send any further comments on Voting and Behaviour policies to Co-chairs	July 26
Co-chairs (Jennifer)	Send invites for next two Trustee meetings	May 26

Owner	Action	Timing
Co-chairs (Hetty)	Follow-up with Ollie and get Trustee Declaration form signed by Ollie and Marco for Charity application	May 26
Co-chairs (Jennifer)	Create a membership agreement (onboarding pack) for all members to sign up to.	July 26