

Minutes of the CGLMC Ltd Meeting held in the Greenkeeping Sheds on Monday 7th July 2014

Present: P Sawers (Chairman), W Thompson (Vice Chairman), R Gillespie, G Murray, I Frier, J McLeish, L Gordon, C Yule, A McCartney, A McColgan, H Oswald, G Paton, A McKeown, J Gilbert.

In Attendance: C McLeod (Golf Services Manager), A Reid (Links Superintendent).

Meeting began 1900 hours.

Apologies

B Boyd.

P Sawers welcomed R Gillespie as a new director and welcomed I Frier back as a director.

Any Additional Agenda Items

A McCartney – Waterwells on the course. A McCartney advised that they are leaking. A Reid advised that he will organise for them to be mended. This item will not be added as an additional agenda item.

A McCartney – Toilet on 15th Hole. A McCartney advised that he was told of an occasion when a caddie tried to access the toilet at 6.00pm in the evening and the toilets were locked, even with the use of a key fob. A Reid advised that the key fob access is not working on this facility currently, but will be repaired shortly. This item will not be added as an additional agenda item.

c) Declarations of Interest

There were none.

2. Approval of Minutes of the CGLMC Ltd Meeting of Monday 2nd June 2014

Approved: C Yule

Seconded: L Gordon

b) Matters Arising Therefrom

OSCR

P Sawers advised that there have been no further communications from OSCR. The directors will be updated when any further information comes forward. P Sawers advised that she had asked G Duncan to liaise with Thorntons in order to request feedback from OSCR.

Professional's Using Practice Ground

P Sawers advised that there have been no issues or reports of any Professional's using the practice ground for lessons to date.

1953 Programme

P Sawers advised that C Boath purchased the programme on behalf of CGLMC Ltd for a cost of £653.

3. Championship Committees

P Sawers advised the directors that Carnoustie was now to host 3 R&A events in 4 years. These were the 2015 Amateur Championship, the 2016 Senior Open Championship and the 2018 Open Championship. She referred to the paper produced by the General Manager and to the proposal that championship committees be formed to undertake the duties that would be required of Carnoustie Links at each of the 3 events. She said she agreed with the statement in the report that the R&A valued continuity wherever possible, and that, therefore, individuals who were selected for committee positions should be prepared to serve as committee members for all 3 events.

P Sawers advised the directors that the role as a member of the Championship Committees would be seen as over and above the CGLMC Ltd roles. She advised that these committees can be made up of both CGLMC Ltd directors and external members. The format of the committees will be similar to that of the last Open Championship held at Carnoustie.

W Thompson suggested that CGLMC Ltd members have a special governance in that they have been voted onto CGLMC Ltd by their clubs and can be replaced by other club members as the discretion of the clubs. The Championship Committees are to be considered over the next 4 years, and therefore the directors need to decide whether CGLMC Ltd members who are voted off CGLMC Ltd can still sit on the Championship Committees. W Thompson suggested that it would be viable to have the Links Superintendent role be filled by the CGLMC Ltd Links Superintendent of the time. He also suggested that the Greens Convenor role should be filled by the CGLMC Ltd Greens Convenor of the time and the Secretary role be filled by the General Manager of the time.

L Gordon suggested that a PR and Media role should be included. P Sawers agreed. She suggested that the main bulk of the media publicity will be dealt with by the R&A, but CGLMC Ltd will need to co-ordinate with Angus Council and someone needs to be appointed to deal with the co-ordination side. H Oswald suggested that this might be similar to part of the Chairman's role. P Sawers advised that in her opinion, a PR role would be more in regards to the coordination of any publicity, rather than carrying out interviews etc. The directors agreed to add a PR/Media role.

W Thompson suggested that the directors should decide which roles should be filled by CGLMC Ltd representatives, and which should be filled by external members.

J Gilbert suggested that key members of the committees should be representatives of clubs.

A McArtney suggested that the Chairman of the Championship Committees should be the same person as the Chairman of CGLMC Ltd. Therefore this should not be one person who is appointed now and who would sit as the chair for the next 4 years.

P Sawers advised that the feedback she had received from the R&A is that they would like consistency within the Championship Committee roles over the next 4 years.

G Murray advised that, speaking from experience, it would be beneficial if the Chairman of the Championship Committee was the same person as the Chairman of the CGLMC.

J McLeish suggested that the directors decide on the roles that could be filled now. This would mean that directors would not apply for positions that have already been set aside.

A McKeown suggested that the Chairman and the Greens Convenor should be the same person who holds the corresponding role on CGLMC Ltd, but all other roles can be decided upon, following applications.

J Gilbert suggested that the Chairman and Greens Convenor of the Championship Committees should not be allowed to make decisions about the tournaments if they do not hold a position on CGLMC Ltd.

G Murray advised that if the Chairman of the Championship Committees is the same person who holds the role of Chairman on CGLMC Ltd, then they can make decisions without always having to bring them to the directors for approval. Sometimes decisions have to be made within a short timeframe.

J McLeish then proposed that P Sawers be nominated to stand as Chairman of the Championship Committees for the 3 events. This was seconded by G Murray.

A McCartney proposed that whoever holds the post of Chairman of CGLMC Ltd also hold the post of Chairman of the Championship Committees. This was seconded by J Gilbert.

Votes were as follows:

A McCartney's proposal – 3 votes

J McLeish's proposal – 11 votes.

The directors therefore agreed

- i) that P Sawers be elected to serve as Chairman of the Championship Committee for each of the 2015 Amateur Championship, 2016 Senior Open Championship and 2018 Open Championship and will hold these posts regardless of whether she remains as Chairman of CGLMC Ltd or as a director of CGLMC Ltd.

P Sawers then asked that, if any director would like to apply for positions within the 3 Championship Committees, they email G Duncan by the end of the week. Once applications had been received, then she would make the required appointments.

J Gilbert asked that the role of 'Greens Convenor' be amended to 'Greens and Environmental Convenor'. The directors agreed.

H Oswald enquired to whether any of these posts carry a payment. P Sawers advised that there was no payment associated with the roles.

4. Greens Business

a) Approval of Minutes of Greens Meeting of Monday 16th June

Approved: P Sawers

Seconded: W Thompson

b) Matters Arising Therefrom

J Gilbert advised that P Sawers and W Thompson are looking at the tea hut situation and will prepare a report.

J Gilbert advised that there has been a big improvement on the litter situation, although there have been the odd occasion where a bin has been full. The Rangers contracts are to be amended to include the responsibility of emptying the bins when they are aware that they are full or when they have spare time.

5. Finance Business

a) Approval of Minutes of Finance Meeting of Monday 30th June 2014

Approved: W Thompson

Seconded: P Sawers

b) Matters Arising Therefrom

There were no matters.

6. Pro Shop Business

W Thompson advised that the VIP open night was held last month. There were only 7 persons attending. Next time, the marketing of this event needs to be reconsidered. P Sawers suggested that the date needs to be checked in advance to make sure that there are no other events taking place on the same evening.

W Thompson will meet with C Sinclair once he returns from his holiday.

G Paton advised the he has still not received an email / newsletter from the Pro-Shop. Some other directors advised that they had also not received any email correspondence from the Pro-Shop. W Thompson advised that the statistics of the mailshots have shown that quite a few emails go straight to the recipient's junk folder. This will be looked into further. More email addresses are being collected.

7. Major Projects

a) Approval of Minutes of Major Projects Meeting of Monday 30th June 2014

Approved: J Gilbert

Seconded: G Murray

Internal Works

P Sawers advised that the plans show the works needed to facilitate the relocation of the Golf Services department into the Golf Centre.

G Paton suggested that an opening window should not be installed in the new office area. There are already 3 windows in place and changing one will spoil the look. W Thompson advised that air conditioning can be looked into. P Sawers advised that a report will be requested from the architect on the reason that they recommend the window change.

J Gilbert advised the directors the cost of cladding the steel beams is £18,000.

After discussions, the directors agreed to have the Internal Works carried out.

External Works

G Paton advised that he had previously commented on the access to the course through the Black Slab, suggesting that golfers should gain access to the course through the back of the Golfers car park, rather than through a public car park. P Sawers advised that this had not been discussed by the Major Projects committee recently.

A McKeown advised that the plan is to make Carnoustie Links a professional world class facility and to be presented as such. He advised that the plans were less about logistics, and more about the presentation of the courses and the entrance.

H Oswald advised that there are potential PR issues if CGLMC Ltd plan to acquire public ground in order to build an access road to the course from the Golfers car park.

P Sawers then suggested that the second option of creating access to the course via the Golfers car park be looked into. If the cost of the works fall into the budget for this access road then it can be considered further. The first stage would be to discuss with Angus Council whether this plan is viable.

L Gordon enquired to whether there are any problems with busses accessing the Black Slab area. C McLeod advised that there are no issues.

W Thompson then suggested that the entrance area plans can get started in the meantime with access coming through the Black Slab area initially. If permissions are granted to use the Golfers car park as access, and the costs are within budget, then this can be done at a later date.

P Sawers then proposed that the plans that were agreed by the Major Projects committee be progressed, and this was seconded by A McKeown.

G Paton proposed that an alternative access be looked at via the Golfers car park, and this was seconded by C Yule.

Votes were as follows:

G Patons proposal – 3 votes

P Sawers proposal – 11 votes and carried.

The directors therefore agreed:-

- i) that the plans as proposed by the Major Projects sub-committee for the internal and external changes to the Golf Centre be progressed to the planning stage, with the intention of work commencing at the end of the playing season.

G Murray will produce a funding proposal paper for these works. G Murray advised that he believed these works would be covered within the budget.

A McKeown advised that 2 commemorative plaques will be designed to be displayed outside of the building. He advised that CGMC Ltd can work with Angus Council design team, or can appoint their own designers to produce the plaques. P Sawers will discuss further with A McKeown.

Temporary Changes to the Access Agreement

C McLeod advised the directors that he has managed to agree with the Hotel, a temporary change to the Access Agreement meaning that CGLMC Ltd will gain 6 of the 12 tee times per day that the Hotel previously had exclusive access to, and in return CGLMC Ltd will offer the hotel beneficial price points for tickets. C McLeod advised that this agreement should benefit both parties. W Thompson suggested that a conservative estimate shows a significant gain in net income gained by this change. C McLeod advised that this is only a temporary agreement and can be reviewed and amended if necessary. A McKeown advised that he will run

this by the Angus Council Legal Department.

8. Tournament Business

a) Approval of Minutes of Tournament Meeting of Monday 16th June 2014

Approved: G Paton

Seconded: P Sawers

b) Matters Arising Therefrom

Pro-Day Tournament

A McCartney asked for approval to progress with plans to organise the Pro-Day Tournament. A McCartney briefed the directors on the proposed arrangements for the day.

It was advised that some hotel tee times (between 12.00 -12.37pm) may have already been booked and therefore the first tee off time may need to be made just after that.

A McCartney advised that C Sinclair is happy with the amendments that were made to the original proposal by the Tournament Committee.

J Gilbert asked for clarification on the purpose of the event, and asked how CGLMC Ltd would benefit from this tournament. A McCartney advised that it is a chance to invite the suppliers of CGLMC Ltd to the courses and show what Carnoustie Links is doing. P Sawers advised that this event will not be run to produce financial gain, but it is a way of saying thank you to the suppliers and showing off the courses.

The only costs associated with the event will be for food and drink.

This event can be held as a trial for future years. The directors agreed to host the event.

A McCartney advised the directors of the results of the following events.

Harrington Trophy

St Andrews 2½ Carnoustie 1½

Northern Ladies Tournament

Handicap – J Sneddon

Scratch – G Monteith

A McCartney also told the directors the history of the Northern Ladies Tournament.

Links Championship – D Elder

Hogan Trophy – J A Kennedy

Gary Player Salver – Dalhousie Golf Club

9. PR Business

L Gordon advised that the general feedback in regards to the announcement of the Open Championship has been positive.

L Gordon asked that any publicity in relation to CGLMC Ltd be passed on through either her, G Duncan or C McLeod.

H Oswald advised that she may be asked on occasion to comment, but this will be done under her role as Provost or Angus Councillor.

P Sawers that currently CGLMC Ltd have a good relationship with Angus Council External Coordination Department and hope that this relationship continues to be strong.

10. Season Ticket Business

A McColgan enquired to why the 2 course Season Ticket being a minimum membership had been approved but was not being put in place until 2015. He also asked when the upgrade options will go live.

P Sawers advised that a paper will be going out to the clubs to advise when the upgrade options will be available. This can be done before the start of the new season.

In regards to the 2 course ticket as a minimum, this has to start at the beginning of the new season for administration reasons. It was advised that all players will be given the option to upgrade at the start of the 2015 season. They have the right to decline the ticket but will still be kept on the waiting list for a 2 course ticket for 1 more year. If they decline the 2 course ticket for a second year, they will still retain their one course ticket but will not be allowed to sit on a waiting list for a 3 course ticket. All other current rules will stay in place. Conditions have to be set to meet equality guidelines. There were differing opinions on whether this was the policy that was agreed by the Season Ticket committee and therefore the directors agreed that this should be discussed and clarified further by the Season Ticket committee and proposed again once clarified.

11. Environment Business

There was no business.

12. Golf Services Managers Report

C McLeod advised that the Carnoustie Classic event achieved an income of £18,000. W Thompson enquired to how many hours the event took place. C McLeod advised that it was over 5 hours. W Thompson then suggested that £18,000 is less than would be made if these tee times were filled by visitors.

C McLeod advised that the event played host to many media people which should give good exposure to Carnoustie.

13. Companies House Matters

R Reyner and K Sampson have been removed from the Board of Directors.

I Frier and R Gillespie have been added to the Board of Directors.

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P Sawers advised that she had thanked R Reyner for his service to CGLMC Ltd and he was given a voucher as part of the thanks. P Sawers then advised that R Reyner had requested that the voucher be put towards the Junior programme.

14. Health and Safety Report

There was no business

There being no other competent business, the meeting was then closed at 2020 hours.

KS