

Minutes of the Carnoustie Golf Links Management Committee Meeting held in the Greenkeeping Sheds on Monday 6 October 2014

Present: P Sawers (Chairman), A McArtney, A McColgan, R Gillespie, G Murray, G Paton, J Gilbert, J McLeish, A McKeown, C Yule

In Attendance: G Duncan (General Manager), A Reid (Links Superintendent),

Meeting began 1900 hours.

Apologies: H Oswald, B Boyd, I Frier, W Thompson, L Gordon

1. Any Additional Agenda Items

C Yule said he would like to record his thanks to the Directors of CGLMC Limited for the opportunity to play in the 2014 Dunhill Links. He said this had been a wonderful experience and encouraged anyone who had the opportunity to take part in the event.

2. Declarations of Interest

There were none.

3. Charitable Status / Special Resolution

G Duncan explained that the stage had been reached of dealing with the final procedural matters required in order for CGLMC Limited to become a charity.

The Directors are required to sign a special resolution to adopt the new Articles of Association which contained the new clauses dealing with charitable purposes.

G Duncan explained that Angus Council also have to sign the special resolution but this will follow after a report has been submitted to the appropriate Council meeting.

There is also a new management agreement with Angus Council but this does not require to be adopted and be signed by the Chairman on behalf of CGLMC Limited.

G Duncan said it was important to mention the hard work which had been undertaken by many people in order to obtain Charitable Status. He specifically mentioned the 6 hole junior course and the environmental activities undertaken by CGLMC Limited. Both of these were regarded as very important by OSCR.

G Duncan said it was also important to mention the cooperation from Angus Council who had worked in partnership with CGLMC on this matter from the beginning.

4. Approval of Minutes of the CGLMC Limited Meeting of Monday 1 September 2014

Approved: J Gilbert

Seconded: G Murray

(a)Matters Arising Therefrom

There were no matters arising.

5. Approval of Minutes of Meeting of the CGLMC Limited Greens Sub-Committee of Monday 15 September 2014

Approved: C Yule

Seconded: P Sawers

Amendment: Page 145, under section 4, Winter Work Proposals, G Paton said he would like it recorded that he did not support the proposed changes to the burns or the removing of the bunker on the 9th hole Championship.

(a)Matters Arising Therefrom

Winter Work Proposals 2014 / 2015

P Sawers thanked A Reid for the explanations which had been added to the Winter Works which she said clarified the reasons for the work being proposed. P Sawers said the financial breakdown was also beneficial.

J Gilbert said that rather than being termed “Winter Works”, a better title would be “Winter Improvements” as everything that was being done was designed to improve the courses for the benefit of all golfers.

The Directors agreed that all Winter Work proposals 2014 / 15 as detailed in the document provided by the Links Superintendent, were approved.

Winter Circuit

J Gilbert said that A Reid had requested the new holes on the Buddon be rested over the winter as the turf was still new and required more care than the longer established holes. J Gilbert said that, even with these 2 holes being rested, an 18 hole course would be provided for the members over the winter. The Directors agreed.

6. Approval of Minutes of Meeting of the Finance Sub-Committee of Monday 29 September 2014

Approved: A McKeown

Seconded: P Sawers

(a)Matters Arising TherefromCost of Living increase and Bonus

G Murray said that the Finance Sub-Committee recommended a salary increase of 1.9%., This was the CPI figure for the year which the Directors now had approved as the method that would be used for the cost of living increase. He further proposed that the annual bonus should be 1.6%. He explained that 3% had been accrued on the accounts and therefore there would be a balance of 1.4% which would be retained until the end of the financial year for further consideration.

J Gilbert asked that, if any further bonus payments were to be recommended, that this would come before the Directors. G Murray confirmed that this would be the case.

A McCartney said he was concerned about the 1.9% cost of living increase which he felt was too low particularly for employees on lower salaries.

As there was no alternative proposal, the Finance Sub-Committee recommendation was agreed by the Directors so that a cost of living increase of 1.9% be paid to all staff from 1 April 2015 and a bonus payment of 1.6% would be paid in the November salaries.

Season Ticket Prices

G Murray said that a 4% increase had been proposed for the annual Season Ticket for 2015 / 16. J Gilbert queried the increase suggesting that Season Ticket Holders would suffer restrictions in play during the season with the hosting of the British Amateur and also the proposed additional visitor times to be allocated during Open Championship week.

After discussion, the Directors agreed that all Season Tickets be increased by 4% for 2015 / 16.

Car Park Rent

J Gilbert queried why the monthly figures showed the car park rent paid out to be above budget. He wondered why this was the case as a rebate should have been received for the month when the car park was out of commission due to the Commonwealth Games.

G Duncan said a rebate had been received and he would check as to why the figures were above budget and report back.

Commercial Contracts

G Murray referred the Directors to the list of commercial contracts that had been prepared and stated that, in his view, the Directors should only be concerned with the high value contracts leaving the more routine and lower value contracts to the staff to deal with.

P Sawers proposed that the Directors should delegate authority to the General Manager and other managers to deal with contracts with an annual value of £20,000 and below, and the Directors should have sight of, and approve contracts, above £20,000. This was seconded by G Murray and the Directors agreed with this proposal.

Flooding

J Gilbert advised that he was pleased to see A McKeown had raised the matter of flood prevention. He asked A McKeown if there were any actions planned by Angus Council for further up the burn to mitigate the flood problem. J Gilbert said a positive relationship had developed between Carnoustie Links and Walter Scott, representing the Council, with regard to flooding, but he had yet to see any actual work taking place. J Gilbert emphasized the importance of taking action prior to the 2018 Open Championship. A McKeown said he would consult with the appropriate Council officers and report back in due course.

7. Pro Shop Business

There was no Pro Shop Business.

8. Major Projects

There was no Major Project Business.

9. Tournament Business

A McArtney said that a Tournament Meeting would be held on 10 November 2014 following the Greens Meeting.

A McArtney informed the Directors of the winners of the Pro Day Tournament, the Senior Open and the Craw's Nest Tassie.

G Murray asked if invitations to the Pro Day could be sent out by post to the Secretaries' addresses as he had not received the invitation for the Mercantile Captain until it was too late to organise.

10. P R Business

G Duncan referred the Directors to the six page article in the September edition of Golf World which focused on Carnoustie. He explained that an article of this type would be unobtainable if it was not for the excellent work done by the Golf Services Manager and the contacts and involvement of Golf Marketing Services who handle Carnoustie Golf Links marketing. He explained that editorial content of this type in one of the two best selling golf magazines in the UK is worth an enormous amount in terms of marketing coverage.

P Sawers referred the Directors to the amount spent with GMS listed in the commercial contracts document and said this was money very well spent and was also a very small percentage of the overall turnover of CGLMC Limited. C Yule supported P Sawers' comments and praised the impact that GMS have had over the years.

11. Season Ticket Business

There was no Season Ticket Business.

12. Environment Business

J Gilbert said that a meeting would be arranged in November to discuss Dr Bob Taylor's Environment Report plus a review of the estate by Fred Conacher of Angus Council.

J Gilbert also indicated some other matters would be on the agenda.

13. Golf Services Manager Report

G Duncan said the changes to the available times for visitors during the Ryder Cup week had been very successful. Extra income of £21,000 from green fees had been generated and significantly higher takings had been spent in the Professional Shop. Also the visiting golfers had taken more caddies than normal. G Duncan further explained that no members had been affected with regard to this as there was at least one spare member's time every morning and no members had been balloted out.

J Gilbert said he slightly disagreed with this assessment in that some members would not have received the time that they would normally have been able to get. G Duncan confirmed that would be the case.

J Gilbert asked why the additional time had not been allocated to visitors on Tuesday morning when the ladies had a priority.

P Sawers explained that this had been agreed by the Directors in the original proposal that was put forward.

A McCartney asked if a similar arrangement would be in place for the Open Championship week of 2015. P Sawers said this had already been before the directors and had been approved.

14. General Manager's Report

Coffee Shop in the Golf Centre

G Duncan said the Carnoustie Hotel have indicated that they wish to withdraw from the contract to run the Coffee Shop from 1 November 2014. Under the terms of the agreement they are entitled to do this. G Duncan said that the equipment in the Coffee Shop had been offered to Carnoustie Golf Links and advised the Directors of the amount that Carnoustie Hotel were seeking. G Murray said this was excellent value considering the value when new and the condition of the equipment.

G Duncan said the management were looking into various options available for continuing to run the Coffee Shop and would present these to the Directors in due course.

Bridges at the 1st / 18th Championship

G Duncan said that Mr John Imlay, the American businessman who paid for the bridges at the 10th hole Championship had been in touch to ask if Carnoustie Golf Links would allow him to pay for new bridges at the 1st and 18th of the Championship.

G Duncan explained that the design of the bridges would be a matter for Carnoustie Golf Links but Mr Imlay would like, if possible, that they be of a stone construction.

The Directors agreed that they would be happy to meet with Mr Imlay to discuss the concept of the new bridges and have plans prepared for the design and location for the consideration of the Directors.

Junior Funding

G Duncan explained a meeting was held with Alison White of the R&A which had been attended by the Chairman, Vice Chairman and General Manager. The Vice Chairman had given an excellent presentation to Mrs White on the future plans for junior golf in Carnoustie and we had been asked to write to the R&A with a formal application for funding. This has been done and would be considered at the R&A Junior Funding Meeting in November.

P Sawers asked the directors for approval to hold an SLGA elite girls event over the Burnside and Buddon Links in late March 2015.

The directors agreed to host this event.

Faulty Turf Iron

G Duncan explained that following the accident with the turf iron, the machine had been returned to the supplier's workshop. They had confirmed the fault and were in consultation with the manufacturers. A report has been prepared with their conclusions and recommendations which would be forwarded in due course.

15. Companies House Matters

There were no Companies House Matters.

16. Health & Safety Report

There were no Health & Safety issues.

J Gilbert requested that the performance indicators be once again added to the Agenda for the Directors to view.

Meeting ended 1950 hours.

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