

**Minutes of the CGLMC Ltd Meeting held in the
Greenkeeping Sheds on Monday 14th May 2012**

Present: G Wilson (Chairman), P Sawers (Vice-Chairman), D Valentine, C Yule, J Gilbert,
L Gordon, R Reyner, S Brown, A McCartney, H Oswald, G Murray.

In Attendance: G Duncan (General Manager), C McLeod (Golf Services Manager).

Meeting began 1900 hours.

Apologies

G Paton, J McLeish, B Myles, W Thompson.

Notes by Chairman

G Wilson provided an update on John Philp following his recent stay in hospital.

G Wilson advised that copies of letters had been circulated to the directors, and these were from Gordon and Avril Murray, John Philp and Neill Cargill thanking CGLMC Ltd.

G Wilson advised the directors that B Myles has resigned as a director. He had asked G Wilson to pass on his thanks to the directors and wished them the best for the future.

1. Any Additional Agenda Items

G Wilson advised that he was aware that there was an item to be raised in regards to bunkers and suggested that this be raised at the Greens Committee Meeting.

2. Declarations of Interest

There were none.

3. Approval of Minutes of the CGLMC Limited Meeting of Monday 9th April 2012

Approved: L Gordon

Seconded: J Gilbert

(a) Matters Arising Therefrom

There were none.

4. Greens Business

(a) Approval of Minutes of Meeting of the Greens Sub-Committee of Monday 16th April 2012

Approved: G Wilson

Seconded: S Brown

(b) Matters Arising Therefrom

Sand Extraction

J Gilbert advised the committee that J Philp and his team have identified 2 sites where sand could be extracted similar to the sand extraction recently completed on the Buddon Links. There would be significant environmental benefits, as sand was currently being transported from Ayrshire in large trucks. There would also be cost savings and an opportunity to improve the areas where sand was extracted. J Gilbert asked the directors for approval to approach Angus Council to apply for landlord's consent to carry out the work and to find out whether planning permission is necessary.

The directors agreed:-

(i) that Angus Council be approached to seek landlord's consent and to identify if planning permission is needed.

Natural Style Bunkers

J Gilbert explained two sites on each course have been identified, those being:

10th and 11th hole, Buddon Links

11th and 17th hole, Championship

11th and 12th hole, Burnside

All of these bunkers are out of the way and will be trialled as natural style bunkers. J Gilbert asked for approval to progress.

The directors agreed:

(i) that the bunkers selected would be created into natural style bunkers this winter and be assessed by the directors after the work was completed.

New holes on the Buddon Links

J Gilbert gave a summary of the latest meeting held with Martin Ebert and the contractors. He advised that Douglas Shearer has carried out a risk assessment of the area and all the necessary regulations are being adhered to. The contractors will be on site on 17th May for a start on 21st May.

5. Finance Business

(a) Approval of Minutes of Meeting of the Finance Sub-Committee of Monday 23rd April 2012

Approved: D Sawers

Seconded: H Oswald

(b) Matters Arising Therefrom

There were no matters.

(c) Any Other Finance Business

G Murray advised that he met with M Ebert with regards to the progressing of the payment plan for the new holes. He advised that there is a need for an upfront payment to the contractors of £10,000. This is available in the funds. An invoice will then be raised by the contractors every 21 days, which will then be checked over by M Ebert, issued to CGLMC Ltd and paid within 14 days.

R Reyner enquired to whether it was wise for CGLMC Ltd to be spending £40,000 on new irrigation equipment. He said his understanding was that advance payments would be used to fund the irrigation equipment and the new holes and that, in the event of there being circumstances where the booked golf could not take place, CGLMC Ltd would have insufficient funds to meet their obligations. G Murray said the use of advance funds was not unusual and he was confident that there would be no cash flow issues.

6. Pro Shop Business

C Yule advised that the 2nd CPR training session has taken place, and there is still one more session to go. He advised that there is a problem in that one member of staff who is First Aid trained is unwilling to take part in the training. C Yule asked that he speak with G Wilson and G Duncan and deal with the matter privately.

C Yule advised that he is preparing a paper at the moment with suggestions for providing a warm up facility prior to 2014. This could be discussed at the next Greens committee meeting. J Gilbert advised that it had been agreed that M Ebert would be involved in this project. C Yule advised that the paper is not contradicting anything that M Ebert may have planned.

P Sawers enquired to whether a Pro-Shop committee meeting would need to be held to discuss C Yule's warm-up facility paper before the Greens committee meeting. C Yule advised it would not be necessary.

R Reyner enquired to whether there was CPR cover during the whole time the courses are open. C Yule advised that there is not the facility to provide this but there is CPR cover for the majority of the day.

A McCartney enquired to why the Pro-Shop is responsible for the defibrillators. C Yule advised that this is the location which is manned for most hours of the day.

7. Major Projects

There was no business.

8. Tournament Business

A McCartney announced the winners of the Cant Cup. He advised that there were 150 players who took part. He also announced the winners of the McDonald Smith Trophy and some local winners. He thanked C McLeod for his efforts in what had been a long day.

9. PR Business

D Valentine advised the directors that a meeting was held on 16th April with GMS. He advised that C McLeod has notes of the meeting and they will be circulated.

Another PR sub-committee meeting will be held soon.

10. Season Ticket Business

C McLeod advised that the Season Ticket movement figures have been revised and more than originally thought were released.

11. Audit Business

G Murray advised that this committee was put in place as agreed by the directors. This committee is designed to oversee director's decision and to make sure the rules and regulations are adhered to. However, it will not function like a normal sub-committee with formal meetings and minutes. G Murray and L Gordon will be reviewing risk tables at their next meeting.

12. Golf Services Managers Report

C McLeod advised the directors that he has received a request from BIGGA to allow 45-50 Greenkeepers and associated industry golfers to play free of charge on the Burnside Course in April 2013. They would require times any Tuesday or Wednesday between 11.00am to 1.30pm.

The directors agreed:

- i) to provide times on the Burnside course in 2013 as requested by BIGGA, preferably on a Wednesday.

C McLeod advised that he received thanks from Angus County Golf Association following the opening of the Golf Centre, and Angus County have in turn received thanks from the competitors.

C McLeod advised that he represented CGLMC Ltd at the Carnoustie Country Industry Group which covers all aspects of golf in the area from marketing through to events and mutually beneficial arrangements. He advised that it has been proposed by the group that a reciprocal 50% green fee discount is offered to club members at other courses who are within Carnoustie Country. There are 22 Clubs, 5 of whom are outwith the boundary of Angus (Blairgowrie, Glenisla, Alyth, Scotsraig and Murrayshall). C McLeod enquired to whether the directors would be willing to support the discount. It was advised that a discount of 50% is already extended to all Angus residents.

The directors agreed:-

- (i) to allow the discount as a trial on the Buddon Links and Burnside courses during visitor times.

13. General Managers Report

Coffee Shop

An agreement has now been reached between CGLMC Ltd and Oxford Hotels and Inns. The solicitors are putting the agreement together. The Hotel can now begin operations of the coffee shop and C McMahon will be approached for permission to demolish the starter's box under delegated powers. R Reyner enquired to whether the opening times of the coffee shop will be the same as the Golf centre. G Wilson advised that they will.

Tea Hut

G Duncan advised that 5 tenders were received for the franchise of the Tea Hut. P Sawers and G Duncan looked at all 5 tenders separately and both came to the same conclusion that the Granary should be awarded the tender. They have moved into the premises but will officially take the franchise from 1st June 2012 and will have it for 3 years.

Temporary Green

There will be a temporary green on the 12th hole of the Buddon Links course for 5 weeks and the length of the hole will be altered. This is for vehicular access for the Contractors to the site of the new holes.

IT Requirements

G Duncan advised that an IT requirements document has been composed and this will be circulated to local firms for CGLMC Ltd to get the best support possible. G Duncan suggested that CGLMC Ltd continue with PCC at the moment until an alternative is found.

The directors agreed

(i) to continue with PCC for IT support this year.

R Reyner asked why CGLMC Ltd do not hire an in house IT employee. G Duncan advised that this would not be financially efficient as it would cost much more for a salary than it would to hire the work in from a company.

Seagreen Technologies

G Duncan advised that Carnoustie golf courses are a potential site for the underground cable project to bring the offshore wind power into the main grid at Tealing. A meeting will take place on Wed 16th May and a course walk to review the possible route will be held on May 17th. The course walk will be attended by Andy Nicholson representing Angus Council.

Business Plan

G Duncan and G Murray met with C McMahon to discuss the business plan. C McMahon requested a number of changes and these will be incorporated in due course. Once this is done a summary will be circulated to the directors and the full version will be available for any director who would like to see it.

P Sawers advised that this is the perfect time to use the performance indicators that S Brown worked on last year.

G Wilson thanked C McLeod for forwarding good comments from players.

G Wilson advised the directors that A Reid has been selected as the new Links Superintendent of CGLMC Ltd. He advised that it was very encouraging that 2 employees of CGLMC Ltd reached the final stage of selection. A Reid will officially start on 1st July.

There being no other competent business, the meeting was then closed at 1940 hours.

KS