

**Minutes of the CGLMC Ltd Meeting held in the Greenkeeping Sheds
on Monday 7th October 2013**

Present: P Sawers (Vice-Chairman), L Gordon, A McKeown, K Sampson, A McCartney, H Oswald, J Gilbert, J McLeish, B Boyd.

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

Meeting began 1900 hours.

P Sawers welcomed A McKeown to the board of directors. A McKeown replaces N Prentice as a representative from Angus Council.

Apologies

G Wilson, G Paton, W Thompson, C Yule, G Murray, R Reyner.

P Sawers advised the directors that come January 2013, G Wilson will no longer represent the Dalhousie Club on the CGLMC Ltd board of directors. He will continue in his post as Chairman until January.

1. Any Additional Agenda Items

P Sawers reminded the directors that items raised under this heading should be matters that required an urgent and immediate decision that night. Otherwise, the matter should be dealt with via the normal sub-committee route.

2. Declarations of Interest

There were none.

3. Approval of Minutes of the CGLMC Ltd Meeting of Monday 9th September 2013

Amendments:

Pg 247, Item 5(b), Sentence beginning "J Gilbert advised that the 1st fairway" should read "J Gilbert advised that the 1st fairway will be the subject of consideration by the Greens Sub-Committee."

Pg 247, Item 5(a), A McCartney advised that W Thompson could not approve these minutes as he is not on the Greens Committee. L Gordon then approved these minutes.

Pg 248 J Gilbert asked that a sentence be added at the end of Matters Arising to read 'J Gilbert and A Reid met with B Taylor to discuss his environmental report'.

P Sawers advised that Item 3 will be removed from the public minute and will remain confidential until such time as is appropriate.

Pg 248, Item 6(b), P Sawers advised that G Murray has requested that the sentence '...CGLMC Ltd did not take over the Pro-Shop to make a profit...' should be amended to '...CGLMC Ltd did not **only** take over the Pro-Shop to make a profit...'

Approved: J Gilbert

Seconded: A McArtney

(a) Matters Arising Therefrom

J Gilbert advised that in regards to the item raised by R Reyner in regards to the fence construction on page 248, he confirmed that due process was followed in seeking agreement to construct. J Gilbert advised that this item was approved by the Greens committee and subsequently at a full board meeting via the Winter works agreed program.

(b) Ballot times for Dalhousie Golf Club

P Sawers advised the directors that CGLMC Ltd had received a letter from the Dalhousie Golf Club which has in turn been circulated to the directors. P Sawers suggested that discussions on this matter be deferred until a Dalhousie Club representative is present at the meeting. A McArtney suggested that the matter of slow play should be dealt with by the Rangers, and not discussed by the directors. P Sawers suggested that discussions should not be pre-empted, and that this item should be placed on the next full meeting agenda. H Oswald suggested that a response is required to the Dalhousie letter. J McLeish advised that it appears the proposal is in the letter, which is that the Dalhousie Club would like the ballot decision overturned and status quo restored. A McArtney enquired to whether it was true that Rangers can only ask visitors to speed up, and not members. G Duncan advised that this is not a rule and Rangers should ask any player to speed up if it is justified. K Sampson enquired to whether the Chairman has the right to counter propose any proposal put forward during directors meeting's. He was advised that the Chairman does have this right, unless they declare an interest, the same as any other director. A McKeown enquired to whether the Dalhousie Club are allowed to appeal this decision, and he was advised that they can.

After further discussions, P Sawers proposed that this item be deferred until the next full meeting in which it is hoped a Dalhousie Club representative will be present. This was seconded by J Gilbert and agreed by the directors.

4. Greens Business

(a) Approval of Minutes of the Greens Meeting of Monday 16th September 2013

Amendments:

Pg 254, Item 4 (Burnside Course), change '...trees planted behind the 4th hole.' to '...trees planted behind the 4th tee.'

Pg 257, Item 7, change 'The tees will be moved forward as appropriate...' to 'The tees will be moved **backwards** as appropriate...'.

Pg 257, End of second paragraph. Add sentence stating " The plastic mat will be used over the winter.'

Approved: L Gordon

Seconded: K Sampson

(b) Matters Arising Therefrom

J Gilbert advised that he had held a meeting with A Reid, S Mitchell and G Duncan in regards to the ponds on the Buddon Links course. G Duncan is currently producing a report which will be presented to the directors for the next Greens committee meeting.

J Gilbert proposed that all Winter Works proposals be agreed. He advised that the normal Winter Works budget is £100,000, and this current expected spend will be a total of £60,000 (consisting of £39,000 for general works and £21,000 for irrigation works.

The directors agreed:-

- i) that the winter works program as recommended by the Greens sub-committee was approved.

J Gilbert advised that A Reid has requested that some of the Winter Works start early. A Reid has confirmed that these works will be non-disruptive to play, but will give the greenkeeping staff more time to complete the works.

The directors agreed:-

- i) that winter works which were not disruptive to play could commence in October.

In regards to the works discussed by the R&A in preparation for Carnoustie to possibly host another Open Championship, J Gilbert advised that he has requested the required works in writing from the R&A. J Gilbert suggested that no works be carried out until an official request has been submitted by the R&A. He advised that some flood prevention work, such as improved drainage and works behind the 10th tee, will go ahead as this will also benefit local golfers.

5. Finance Business

(a) Approval of Minutes of the Finance Meeting of Monday 23rd September 2013

Approved: H Oswald

Seconded: P Sawers

(b) Matters Arising Therefrom

P Sawers advised that G Murray and G Wilson had met with the auditors, and that there were no matters of any concern to report. P Sawers asked for approval of the Audited Accounts. The directors agreed:

i) that they formally approved the audited accounts for 2012/13. They will now be signed off and distributed as appropriate, including to the Clubs, Library and Angus Council.

P Sawers put forward the proposal by the Finance committee to award a 2% bonus to all staff for year ending 2013/14. A McArtney proposed that this bonus be 2.5%, but this was not seconded. A McArtney suggested that all staff be paid the same as this is a team effort. J McLeish suggested that basing the bonus on performance gives incentive for staff to do better in the future.

The directors agreed

i) to award a bonus for all eligible staff of 2%.

In regards to the above, A McKeown enquired to whether a proposal of a higher bonus can be proposed without any costings being calculated. P Sawers advised that if the proposal was agreed by the directors, it would be subject to a costing exercise in which figures would be sought and discussed further if necessary.

6. Pro-Shop Business

(a) Approval of Minutes of the Pro-Shop Meeting of Thursday 26th September 2013

Approved: J McLeish Seconded: P Sawers

(b) Matters Arising Thereform

P Sawers advised that W Thompson is working alongside C Sinclair to further develop the proposed VIP Membership scheme. This will be presented to the next full meeting for discussions.

J Gilbert advised that R Reyner had previously asked for a Junior Coaching report which had not currently been issued. G Duncan is to get this for the next full meeting.

7. Major Projects

There was no business.

8. Tournament Business

A McArtney advised that there was a good entry for the Seniors Open last week. He thanked C McLeod for his efforts during the tournament.

A McArtney advised that G Murray did well in the Dunhill tournament.

Claire Robertson (Junior player) was invited to the tournament by the organisers. A McArtney congratulated her in receiving the invitation and advised that she performed very well.

A McArtney advised that CGLMC Ltd did not receive an invitation to the Dunhill Challenge, which takes place the Monday following the tournament. He requested that the reason for this be pursued. G Duncan advised that none of the host clubs were invited this year, and instead more places were made available to sponsors. P Sawers agreed that this should be looked into further for next year.

The next Tournament Committee meeting will be held after the October Greens Committee meeting (14th October).

9. PR Business

There was no business.

The next PR Committee meeting will be held after the November Greens Committee meeting (11th November).

10. Season Ticket Business

There have been no meetings.

J McLeish asked for suggestions on when to distribute the questionnaires. J McLeish suggested that they should be distributed before the 2 new holes are open. C McLeod suggested that they be distributed after the new holes are open, in order for players to experience them first. Concerns were raised over there being a potential ballot problem on the Buddon Links course if it becomes too busy. After discussions, the directors then agreed that they should wait until the new holes are open. C McLeod should monitor the amount of play closely and be ready to distribute the questionnaire and address the issue very quickly if necessary.

11. Environment Business

J Gilbert advised that he held a meeting regarding the ponds on the Buddon Links course. An Environmental committee meeting will be held in mid-November. The STRI report has been distributed to all directors. P Sawers suggested that this report was excellent and asked that her congratulations be extended to the greenkeeping staff.

12. Golf Services Managers Report

Golf Tourism Scotland Awards

C McLeod advised that the Awards would be held at Cameron House Hotel this year. He advised that normally CCLMC Ltd send 1 or 2 representatives to the Awards dinner and asked if any directors would like to attend. P Sawers suggested that the invitation be extended to the Chairman (G Wilson) first. A McArtney agreed to attend if the Chairman declined the offer.

13. General Managers Report

Rates Demands

G Duncan advised that CGLMC Ltd are in discussions with Angus Council in regards to rates demands. He advised that Angus Council are being very helpful and he will report back to the directors in due course.

Charitable Status

G Duncan advised that the application has been submitted, he is currently awaiting a response from OSCR. There is no deadline time for a response, but it is expected to be a few months.

Dunhill Tournament

G Duncan advised that lot of praise was received for the condition of the course from the organisers and competitors, which reflected very well on the greenkeeping staff. A letter was received from Claire Robertson thanking the directors for their support.

G Duncan asked if the directors could consider names for the new holes on the Buddon Links, as this would allow the production of scorecard and course guides.

A McArtney proposed that the names of the holes remain the same and they be moved from the old holes onto the new ones. This was seconded by P Sawers.

H Oswald proposed that the holes be named after the local Victoria Cross winners. This was seconded by B Boyd.

Votes for counter proposal (by H Oswald): 4 – J McLeish, B Boyd, A McKeown, H Oswald.

Votes for proposal (by A McArtney): 5 – P Sawers, L Gordon, J Gilbert, K Sampson, A McArtney

Proposal by A McArtney was carried.

The directors therefore agreed:-

- i) that, once the new holes on the Buddon Links were open, the name of the present 1st hole (St Valery) should transfer to the new 11th hole and the name of the present 10th hole (The Hook) transfer to the new 12th hole.

14. Performance Indicators

Amendments:

IT System availability was below the required level and this should have been flagged on the report.

Also, the opening Hours of the Coffee Shop in the Pro-Centre were not carried out in line with the agreement with the hotel and this should have been flagged on the report. G Duncan advised that he has been in contact with the hotel over this matter and has not yet had a response from them.

J Gilbert suggested that the Environmental Plans should be marked as green as everything is in place as appropriate.

15. Companies House Matters

Companies House have been informed that N Prentice is no longer a director, and that A McKeown has been appointed as a director.

16. Health and Safety Report

There were no matters.

There being no other competent business, the meeting was then closed at 1952 hours.

KS