

Minutes of the CGLMC Ltd Finance Sub-Committee Meeting held in the CGLMC Ltd Office at 20 Links Parade on Monday 26th January 2015

Present: GMurray (Finance Convenor), W Thompson, A McKeown, J McLeish, H Oswald.

In Attendance: G Duncan (General Manager), D McDonald (Finance Manager)

Meeting began 1900 hours

1. Apologies

P Sawers, R Gillespie, A McColgan

2. Monitor Income and Expenditure against Budgets

D McDonald highlighted the over spend on the telephone budget which was due to the Pinpoint App that is being used by the Greenkeeping staff for plotting the pin positions. She explained that it is not being used in the winter months and that she had arranged a bolt on package to be put on in March.

W Thompson said it was important to consider service costs before introducing this type of technology.

W Thompson said he would organise a health check of the internet and communications technology which will include the provision of Wi-Fi in the various buildings.

H Oswald asked about the fibre optic cabling which was to be installed by the R&A prior to the 2018 Open Championship and whether this could be used to provide all the communications technology that is required.

G Duncan said he would speak to the R&A and gather more information.

W Thompson asked how many caddies' bibs had been purchased.

G Duncan thought around 200 but he would find out the exact number and report back.

D McDonald explained that the CGL Ltd cost of sales was lower in December due to the credits that were received from TGI Tartan Golf.

D McDonald said that an additional 4 people have joined the VIP scheme with a rolling contract.

G Murray said that the bank balances were looking very healthy.

3. Monitoring of Capital Expenditure

D McDonald explained that this was a report on the significant items of Capital Expenditure, which are not shown in the Income and Expenditure figures. She

explained that the Capital Expenditure was mainly plant and machinery which was currently sitting at £29,500 below the approved budget for 2014/15.

W Thompson queried the costs of the new website development and the ballot software which he felt were expensive for what had been received so far. W Thompson said he had spoken to G Duncan with regards to ensuring the new website met the needs of our customers.

4. Recommendations of Budget

G Murray explained that the budgets had been drawn up bearing in mind that the Open Championship is at St Andrews and we are hosting the British Amateur this year. He explained that the expected overall surplus was still very good.

The committee agreed to recommend the budgets, as presented, for approval at the next Full Meeting.

G Murray asked if the figures had been submitted to Henderson Logie to update the business plan.

W Thompson asked A McKeown if the council would be able to assist with strategic and business planning. A McKeown said that the business plan was a financial breakdown which should be straightforward for the Links staff to maintain. He suggested that Steve Cartwright of Henderson Loggie could work along side the Links Finance department and train them in the updating of the figures.

G Murray said that we currently have a credit to use with Henderson Logie following the outcome of the VAT negotiations.

A McKeown asked for a breakdown of the 3 Course 7 Day Season Ticket.

D McDonald explained that the majority was adult tickets but 65+ and youth tickets were also included. There were also a number of members whose tickets were set aside until they had recovered from ill health.

5. Review of Company Risk Register

There were no questions raised.

6. Review Progress from Audit Action Plan

D McDonald explained that the auditor made no comment regarding CGLMC Ltd, but that 4 points were raised regarding Carnoustie Golf Links Ltd. These had all been addressed and explanations shown in the report provided to the committee.

7. Any Other Competent Business

A McKeown said that in due course the committee would have to consider the business risk of maintaining the season ticket at the current price level compared to the visitor green fee.

G Murray asked when the next review of the 65+ season ticket was.

G Duncan said it was due for review in 2 years time.

Meeting closed at 1925 hours.