

Minutes of the CGLMC Ltd Meeting
held in the Greenkeeping Sheds on Monday 12th January 2015

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

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

Meeting began 1855 hours.

P Sawers welcomed the new Trustee W Bowles as an Angus Council representative.

1. Apologies

R Gillespie

2. Any Additional Agenda Items

There were none.

3. Declarations of Interest

There were none.

4. Election of Office Bearers 2015

ELECTION OF OFFICE BEARERS

<u>POSITION</u>	<u>2014/15</u>	<u>2015/16</u>	
<u>CHAIRMAN:</u>	P Sawers	P. Sawers	G Murray <u>Nominated</u>
			L Gordon <u>Seconded</u>
<u>VICE-CHAIRMAN:</u>	W. Thompson	W. Thompson	P Sawers <u>Nominated</u>
			J Gilbert <u>Seconded</u>
<u>FINANCE CONVENOR:</u>	G. Murray	G. Murray	P Sawers <u>Nominated</u>
			W Thompson <u>Seconded</u>
<u>GREENS CONVENOR:</u>	J. Gilbert	J. Gilbert	P Sawers <u>Nominated</u>
			I Frier <u>Seconded</u>
<u>TOURNAMENT CONVENOR</u>	A. McArtney	A. McArtney	P Sawers <u>Nominated</u>
			J McLeish <u>Seconded</u>

<u>PR CONVENOR:</u>	L. Gordon	L. Gordon	P Sawers	<u>Nominated</u>
			C Yule	<u>Secoded</u>
<u>ENVIRONMENT CONVENOR:</u>	J. Gilbert	J. Gilbert	P Sawers	<u>Nominated</u>
			A McKeown	<u>Secoded</u>
<u>SEASON TICKET CONVENOR:</u>	J. McLeish	J. McLeish	P Sawers	<u>Nominated</u>
			W Thompson	<u>Secoded</u>
<u>MAJOR PROJECTS CONVENOR:</u>	P. Sawers	P. Sawers	G Murray	<u>Nominated</u>
			J McLeish	<u>Secoded</u>
<u>DISCIPLINARY CONVENOR</u>	W. Thompson	W. Thompson	P Sawers	<u>Nominated</u>
			H Oswald	<u>Secoded</u>
<u>PRO-SHOP CONVENOR:</u>	R. Reyner / W. Thompson	I. Frier	P Sawers	<u>Nominated</u>
			C Yule	<u>Secoded</u>
<u>CHARITABLE APPLICATIONS CONVENOR:</u>		H Oswald	P Sawers	<u>Nominated</u>
			G Murray	<u>Secoded</u>

Fraser Mann was elected as Junior Co-ordinator for 2015, which is the trial year for the new Junior coaching initiatives.

Election of sub-committee members:

Any amendments to sub-committees should be emailed to G Duncan.

P Sawers stated that the Vice-Chairman W Thompson will be taking on a specific responsibility for commercial and marketing activities and will therefore not be standing for Pro-Shop Convenor.

H Oswald will be working along side G Duncan and I Palfrey from Henderson Black with regard to the setting up of the Charitable Applications Sub-Committee.

5. Amateur Championship 2015

P Sawers gave a summary of the work done on the Amateur Championship 2015 to date. She explained that individual meetings had been held with all the Convenors. She confirmed that A Reid and J Gilbert have been in contact with the R&A with regard to course set up.

W Thompson also pointed out that Panmure Golf Club will be hosting the practice and qualifying rounds.

6. Approval of Minutes of the CGLMC Limited Meeting of Monday 1st December

Approved: W Thompson

Seconded: C Yule

a). There were no matters arising.

7. Greens Business

a) Approval of Minutes of Greens Meeting of Monday 8th December 2014

Approved: L Gordon

Seconded: A McArtney

b) There were no matters arising.

8. Finance Business

a) Approval of Minutes of Finance Meeting of Monday 15th December 2014

Approved: W Thompson

Seconded: A McKeown

b) Matters Arising Therefrom

Staffing Proposal

G Murray explained that a recommendation had come from the Pro-Shop Sub-Committee regarding a Deputy position within the Pro-Shop department. He asked W Thompson to provide some information for the Trustees. W Thompson explained the reasoning behind the recommendation. G Murray asked for approval for the recommended changes.

The Trustees agreed that:-

i) The position of Deputy to the Head Professional will be created in the Pro-Shop department, in line with other departments in the organisation. The Senior Assistant would be promoted to the position under the terms and conditions presented to the Finance Sub-Committee.

Living Wage

G Murray said that the Finance Sub-Committee were recommending that we pay the living wage as the minimum wage paid to any employee.

The Trustees agreed that:-

i) As a matter of policy, CGLMC Ltd and Carnoustie Golf Links Ltd will pay the living wage, as recommended by the Scottish Government, as the minimum wage for any employee.

A McColgan said that attention would have to be paid to any impact that this decision would have on wage differentials.

H Oswald suggested that A McKeown could meet with the General Manager and provide information on how Angus Council dealt with this issue.

9. Pro-Shop Business

a) Approval of Minutes of the Pro-Shop Meeting of Monday 15th December 2014

Approved: P Sawers

Seconded: C Yule

b) Matters Arising Therefrom

W Thompson said that the two matters that had been deferred at the last Pro-Shop Sub-Committee meeting would now be for I Frier to take on as the new Pro-Shop Convenor.

10. Major Projects

P Sawers said that a meeting would take place at the end of February or early March.

11. Tournament Business

Craws Nest Tassie 2015

A McArtney reported that this years Tassie was sold out in 5 minutes after going on sale on Friday 9th January at 7pm. £62,000 of income had already been received from the competitors.

A McArtney said he would like to acknowledge the commitment of the Golf Services Manager who had worked extremely hard over the weekend to make this happen.

P.G.A. Winter Circuit Tournament 2015

A McArtney said that a request had been received from the Scottish PGA to ask if CGLMC Ltd would be prepared to host a professional tournament on the Buddon Links on Monday 20th April 2015. He explained that there would be 60 competitors and there would be no impact on Season Ticket holders' times. A McArtney said that he felt it would be very positive for the new Buddon Links course and he recommended that the Trustees approve the tournament. L Gordon supported this and said that it would generate very good PR for the Buddon Links as well as providing encouragement for the Buddon Links staff.

The Trustees agreed that:-

i) A professional tournament, for 60 players, run by the Scottish PGA, would take place over the Buddon Links on Monday 20th April 2015 starting at 9am.

W Thompson asked J Gilbert if a Monday at 9am start would provide sufficient time for the Greenkeeping staff to prepare the course.

J Gilbert said he was confident that the Greenkeeping staff would have enough time as they have considerable experience doing this for other tournaments. However he said he would add it to the agenda for the next Greens meeting to confirm this with the Links Superintendant.

J Gilbert asked for confirmation that there would be no charge to the Scottish PGA and W Thompson confirmed that the course would be provided free of charge.

12. PR Business

L Gordon said that a meeting would be held shortly.

13. Season Ticket Business

J McLeish said he was intending to have a meeting on Monday 16th February at 7pm.

14. Environment Business

a) Approval of Minutes of Environment Meeting of Friday 12th December 2014

Amendment: Apologies - P Sawers was an apology for this meeting.

Approved: W Thompson

Seconded: G Paton

b) Matters Arising Therefrom

J Gilbert asked for approval for the production of an environmental booklet by Dr. Bob Taylor of STRI.

He said it would be an advantage to have this booklet ready for the Seniors Open in 2016. It could also be used for the 2018 Open Championship.

J Gilbert said that the estimated cost would be £6000, but the R&A may contribute to this.

The Trustees agreed to:-

i) Order an environmental booklet to be produced by Dr Bob Taylor of STRI, at an estimated cost of £6000.

15. Golf Services Managers Report

C McLeod said a request had been received from Angus County to have 2 squad meetings on any of the Carnoustie courses. These would take place during a weekend. One would be in mid February and one in mid March.

C McLeod recommended that Sunday afternoons would be most appropriate as this would have no affect on season ticket holders.

The Trustees agreed that:-

i) Angus County would be allocated 4 tee times in each month on a Sunday afternoon. No charge would be made for these times.

National Club Golfer Top 100 Links Courses

C McLeod reported that the Burnside course was now in the top 100 at position 87.

PGA Show

C McLeod said he would be attending the PGA show in Florida in January as normal.

16. General Managers Report

HMRC Decisions on 2014/15 Accounts

G Duncan said that a letter had been received from HMRC Glasgow stating that the matter had been referred to HMRC Charities.

21 Links Parade

Planning permission had been granted for the extension to the neighbouring flat at 21 Links Parade.

Staff Office Moves

G Duncan reported on the various office moves that were taking place.

External Works at the Golf Centre

G Duncan said that a site visit had taken place that was attended by G Murray, A Reid and C Boath.

G Murray gave a brief description of the site visit and the next steps that were planned. He said the project was expected to be completed by 22nd March 2015.

H Oswald asked about the ceremony for the second VC commemorative plaque which she said would take place on the 24th April. G Duncan confirmed that all the work would be completed by that time and that the permanent memorial stone would be in place.

Disciplinary Matter

G Duncan brought the Trustees up to date with the ongoing season ticket holder's disciplinary matter.

Committee Dinner

G Duncan said it was to be held on the 7th February and that formal invitations would be issued shortly.

17. Companies House Matters

Companies House will be advised that W Bowles is now a Trustee representing Angus Council and

B Boyd has been removed as a Trustee.

18. Health and Safety Report

There were no health and safety matters to report.

There being no other competent business, the meeting was then closed at 1925 hours.