

Minutes of the CGLMC Ltd Full Meeting Held in the Greenkeeping Sheds on Monday 27th February 2017

Present: P Sawers (Chairman), I Frier, A McArtney, J Gilbert, G Paton, A McKeown, A McColgan, T Healey, J McLeish, K Fraser, I Gaul, G Murray, D Cheape.

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

The meeting began at 1855 hours.

P Sawers welcomed David Cheape to the meeting and the Board of Trustees.

1. **Apologies:** L Gordon, C Yule

a) **Any Additional Agenda Items**

b) P Sawers asked for the Proposal to Connect with BID to be added to the Agenda.

BID Carnoustie

P Sawers explained that approx. 3 years ago a group of local businesses established a Business Improvement District (BID) for Carnoustie. P Sawers explained that the group comprises a mix of different business from Carnoustie.

The aim of the BID is to increase community involvement, increase trade expertise, brand awareness, and improve customer loyalty, better communications, events and promotions.

She explained that a vote would be taken, and, if the BID was supported, a business levy would be charged. She said that the local golf clubs would be excluded from this levy.

P Sawers said she believed this would connect us more with the town and fully supported the idea.

T Healey said he was against the idea. He said the local hotels would have to pay for it and questioned what they would get out of it. As well as other small business within the town. He said he will be abstaining.

K Fraser said he is neutral at present, and said he would like to see the papers and wouldn't make a judgement until then. P Sawers replied that the papers will be available soon and they will be circulated as soon as they were ready.

c) Declarations of Interest

There were none.

2. Approval of the Minutes of the CGLMC Meeting of Monday 16th January 2017

a) Amendments

There were none

Approved: G Murray

Seconded: T Healey

b) Matters Arising Therefrom:

J Gilbert asked about updates regarding the Golf Centre Development. G Duncan said he had also had a request from G Paton, and that it has been decided that weekly updates will be circulated beginning on Friday 10 March 2017.

K Fraser enquired if the pay policy is what is in the Employee handbook. G Duncan replied that was correct. P Sawers asked K Fraser if he had a list of the policies. K Fraser confirmed he did.

3. Greens Business

Approval of Minutes of the Greens Meeting of Monday 23rd February 2017

a) Amendments

There were none.

Approved: G Paton

Seconded: A McArtney

b) Matters Arising Therefrom:

Regarding the Course Guides, J Gilbert said that A Reid is actioning these and a draft has been produced today.

A McArtney said that regarding the dog-walker hitting golf balls, it is occurring every night between 7 and 8 pm.

4. Finance Business

There was no business. G Murray said there will be a meeting in March, the date of which is to be confirmed.

5. Pro Shop Business

Approval of Minutes of the Pro Shop Meeting of Wednesday 22rd February 2017

a) Amendments

I Frier said on Page 16 'Ahead' should read 'A Head'.

P Sawers said on Page 16 it wasn't IMG it should read PGA.

P Sawers said on page 17 under 5. asked for it to read 'unable to achieve points within the world amateur golf ranking.

I Frier said on page 17 under 5. It should read 'could anyone think' rather than 'he couldn't think of' and asked for this to be amended.

Approved: J McLeish

Seconded: K Fraser

b) Matters Arising Therefrom:

Proposed Tournament

J Gilbert asked what the projected cost of the proposed tournament would be. I Frier said that it would be £500 for the trophy and there would be an element of sponsorship from PGA.

J Gilbert said if the 1st and 18th on the Buddon Links were used for practice as proposed, it would mean 2 courses closed for the morning. He suggested reserving the practice ground instead. P Sawers said that they would want to replicate as much as possible playing a Championship. I Frier said it is only for 3 hours. J Gilbert said there is a perfectly usable facility at the practice ground.

J McLeish said that they didn't need to close the course before, just use 16 holes.

After discussion, it was agreed that the 1st and 18th of the Buddon links could be used as described in the Tournament proposal.

Simulators

I Frier explained that it was believed that simulator costs had already been agreed but there appears to have been a breakdown in communications. G Duncan said that it is not in the building costs but it is in the business projections, and said that G Murray and he had met with Henderson Loggie to discuss these projections. He said there is funding in the projections but it should go to the Finance Board for approval, at the next meeting in March, which would be the correct protocol. I Frier agreed and said that the operating costs can be discussed afterwards.

A McKeown asked if the simulators would be bought or leased. G Duncan said that projections have purchase as the option, but leasing would be considered also. D Cheape asked what the cost would be, G Duncan replied £250,000. D Cheape said it was a big investment and asked if it would be a 5 year payback. G Paton said we have decided on simulators but Finance Committee might decide otherwise. P Sawers said the only decision was on how we pay for the simulators.

K Fraser asked if there is a 2017/18 budget. G Murray replied yes. K Fraser asked if there was a 2016/17 as he would like to see that, and said that without information in front of him he is unable to make decisions.

G Murray said that all figures will be ready for March.

J Gilbert said that if more staff would be required, it should go through the correct procedure, through Reward & Remuneration, then onto Finance committee then CGLMC. He also said he agreed with J McLeish's comment that local players will not pay £10.00 to use the simulators. I Frier said local people will more likely pay annually or 6-monthly.

J Gilbert said he felt there was a potential PR issue, Season Ticket holders will see that they are paying. He also pointed out that the hours of opening would not fit in with 1st tee time being at 6.30am as they would wish to warm up at 6.15am. He said the local golfer should get the same as the visiting golfer.

I Frier informed the committee that the final item on the Agenda for the Pro shop meeting fell as there was not the information available, but as with the above matters it will be revisited.

6. Remuneration and Reward Business

a) Approval of Minutes of Reward & Remuneration Meeting of Monday 20th January 2017

Approved: G Murray

Seconded: P Sawers

b) Matters arising therefrom

D Cheape asked if there had been recent cuts in the salaries for staff and whether there was any concern about job losses. P Sawers confirmed that there has definitely not been any salary cuts. The agreed cost of living increase is set at 0.6%. G Duncan said managers can also request salary enhancements for individual members of staff who have performed well and these go through the Remuneration and Reward committee. He said there were 9 employees who received a salary upgrade bonus last year.

A McArtney asked about temporary staff not getting a bonus. J Gilbert said that is on the agenda for the next Reward and Remuneration meeting.

7. Major Projects Business

P Sawers said that managers have been allocated to progress going forward:

Graeme Duncan – Catering

Colin Sinclair – Ground Floor Development

Colin McLeod – Communications Plan

J Gilbert asked about a letter from the R&A regarding land usage at the west end of the links. P Sawers said G Duncan will follow up on that.

8. Tournament Business

No business.

9. PR Business

P Sawers informed the Trustees the Carnoustie Golf Links facebook page is now active and recommended everyone to have a look.

10. Season Ticket

a) Approval of Minutes of Season Tickets Meeting of Monday 20th February 2017

a) Amendments

It was agreed that under **2.** it should be added that it is at the discretion of the starter that a juvenile should play.

Approved: T Healey

Seconded: G Murray

11. Environment Business

J Gilbert said he met with G Duncan and A Reid to discuss the GEO accreditation.

J Gilbert said that it was a shame that we didn't win the STRI award but offered congratulations to the staff.

J Gilbert informed the Trustees that he had attended the RSPB bird club meeting.

C Boath, N Cunningham and J Gilbert have been working on the Environmental booklet and the first draft will be ready soon.

12. Community Benefits Business

G Paton informed the committee that a local young lady has been selected to represent Scotland to go to Poland and compete in the under-15 Fencing Squad in March. He said that although it is outside of the scope, we do have a policy to give elite golfers £400. He said that at present there are no other sports supported by us but he asked if the committee would consider assisting her with an amount up to the £400. J Gilbert said he agreed and we should give as much as we can. A McArtney asked if Angus Council helped her at all. A McKeown replied that there were no funds available.

After discussion, it was agreed that the funding should be made available.

14. Health & Safety

T Healey said there has been one minor incident reported from Greenkeeping staff.

15. General Managers Report

G Duncan presented his report.

He said that as previously stated a weekly update will now be sent out to Trustees regarding the golf centre development.

G Duncan also informed the Trustees that there has been an issue regarding Storm Doris and polystyrene debris. He said that Ogilvies had sent a team out to clear the rubbish on Friday and A Reid had also sent a team out today.

15. Golf Services

There was no business.

17. Companies House Matters

There was no business.

There being no other business the meeting closed at 2000 hours.