

Minutes of the CGLMC Ltd Finance Committee Meeting held in the Committee Room at 20 Links Parade on Monday 18th June 2018

Present: G Murray (Finance Convenor), A McColgan, K Fraser, T Healey, D Cheape

Attendees: M Wells (Chief Executive), D McDonald (Finance Manager).

Meeting began at 1900 hours.

1. Apologies

J McLeish, A McKeown

2. Management Accounts & Bank Balances

The Finance Manager presented the management accounts to the sub-committee, explaining that income was higher than forecast due to increased visitor numbers and that monthly expenditure categories were generally in line with budget.

The sub-committee members agreed that the figures as presented looked positive, while acknowledging that it was still early in the financial year to evaluate performance against budgets.

3. Board Report – Green fees

The Chief Executive summarised the board report presented to the sub-committee recommending green fee prices for 2019/2020.

He explained that the recommendations within his report constituted a holding position while the full review and audit of prices for green fees and season tickets is completed, as prescribed within the 3-Year Business Plan submitted to Angus Council.

The trustees agreed to recommend the proposed pricing structure to the full board for approval.

4. Board Report – VAT Reclaim

The trustees were asked to consider a proposal from the executive to continue to fight an HMRC decision on the method of calculating VAT for Carnoustie Golf Links.

The sub-committee discussed this and tested various angles, including what the outcome of any tribunal might be.

It was agreed that the Chief Executive would continue to liaise with CGL's VAT specialists and continue with the alternative dispute resolution negotiations and try to establish the best possible position for CGL.

It was also agreed that the finance convener would check insurance cover relating to Directors and Officers and detail surrounding VAT recovery.

5. Board Report – HR Manager Recruitment and Bonus & Incentive

The sub-committee considered a board report requesting approval to appoint a fixed term experienced HR Project manager to implement various business process improvements and be responsible with and supporting the Chief Executive in the creation of an organisational re-design. The sub-committee were also asked to support the appointment of a permanent HR operative to implement changes and undertake a general HR function going forward.

After discussion, the Chief Executive was asked to provide a revised report which would be sent to the finance sub-committee, prior to recommending to full board for approval. The revised report should be based on the report submitted to the sub-committee, but be amended as follows;

1. The Bonus & Incentive paper included should be removed and left for consideration by any future HR appointment
2. The objectives for a fixed term HR project Manager over an amended timescale of 12 months should be clarified
3. Remove the request to appoint a permanent HR resource. The requirement of this post and level will be determined by the fixed term HR resource

The Chief Executive agreed to revise the paper and re-send to the finance sub-committee accordingly, prior to submitting to the full board.

6. Board Report – Additional Insurance Protection

Following a brief discussion, the Trustees agreed to supplement the organisations insurance cover for a period of one year, including provision for The Open Championship week in July 2018, and this would be reported to the full board.

7. The Rookery Bar & Restaurant – Trading Update

The Trustees thanked MW for the trading report and confirmed they had found it very informative. It was agreed that the executive should look to include a similar report in future finance sub-committee agendas.

8. FD Recruitment – Verbal Update

D Cheape left the meeting.

The Chief Executive advised that Hudson's had drawn up the shortlist, the interviews were taking place the next day and he would update the trustees in due course.

D Cheape returned to the meeting.

9. Commercial Partnerships – Verbal Update

The Chief Executive reported on discussions ongoing with potential commercial partners and will keep the sub-committee and full board advised accordingly of any developments in this area.

10. Dunhill Contract Extension – Verbal Update

The Chief Executive explained that he had been written to by Peter German of IMG indicating that The Dunhill Links Championship would like to extend their association with Carnoustie Golf Links for a further 5 years from 2021 (The existing contract runs up to this point). The trustees granted the chief executive the authority to negotiate the contract on their behalf and report back in due course.

11. Any Other Competent Business

None

There being no other business the meeting closed at 2040 hours.