50.

**Minutes of the CGLMC Ltd Full Meeting Held via Video Link on Monday 7th December 2020**

**Present:** P Sawers (Chairman), C Yule, M Armstrong, I Frier, J McLeish, L Gordon, D Cheape, G Murray, K Fraser, K Daly, B Myles, A McColgan, D Cavellini, E Davie

**In Attendance:** M Wells (Chief Executive), A Simpson (Finance Director), C Boath (Links Superintendent), T Riley (HR Manager)

The meeting began at 1730 hours.

**1. Apologies**

A McArtney

**2. Any Additional Agenda Items**

The Chairman welcomed K Daly to the board.

**3. Declaration of Interest**

K Fraser declared an interest in the heritage paper as ANGUSalive was mentioned in this.

**4.** **Chief Executive’s Report**

The Chief Executive provided the trustees with an overview of his report, providing further commentary on an opportunity for CGLMC Ltd to assist in promoting ticket sales for The AIG Women’s Open in 2021. He confirmed he would be approaching Angus Council regarding this, with a view to encouraging attendance at the event from school children in Angus.

The Chief Executive then drew the Trustees attention to the snapshot of departmental strategies for 2021 for each department (also included within the report). He indicated that he would seek Trustees feedback on these, to contribute to the creation of the 2021/2022 business plan at the start of the year, adding that he or the Chair would be happy to discuss any ideas on the strategic planning process.

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The HR Manager, T Riley, then gave an overview of what had taken place since the Workforce Planning meeting in October. The Chief Executive and the Chairman passed on their thanks to her and all staff who had (and continue to) facilitate challenging situations with professionalism and care.

The Chief Executive explained that he and the senior management team had spoken to every member of staff personally to thank them for their continued hard work over this very difficult and uncertain time.

Other items discussed are included within a confidential minute.

**5. Decision Papers**

**5.1 STH Prices 2021/22**

The Deputy Chief Executive confirmed that the STH prices 2021/22 paper that had been recommended by the Finance sub-committee.

The trustees approved;

i) The STH prices for 2021/22 as described within the board paper.

**5.2. Tournament Prices 2021**

The Deputy Chief Executive explained that the paper had been reviewed and recommended for full-board approval by the Finance sub-committee.

The trustees approved;

i) The Tournament prices for 2021 as described within the board paper.

**5.3 Greens Sub-Committee Structure**

The Chief Executive introduced the paper on the Greens sub-committee structure and convenorship, confirming that it had been recommended by the Greens sub-committee for presentation to the full board of trustees. He summarised that the sub-committees meeting on the matter confirming their recommendation to retain a greens sub-committee convener position, but support this with external professional agronomy and ecology representation. He indicated there would likely be no additional cost to this.

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The trustees approved;

i) The Greens sub-committee structure as described within the board paper.

**6. Health & Safety**

This was covered within the CE report. In addition, the Chief Executive stated that an audit would be carried out by the executive and a H&S strategy brought forward.

**7. Risk Register**

The Deputy Chief Executive provided an overview of the strategic risks and explained that some items had now been downgraded. He explained that an audit of the Barry Burn wall had been received and remedial work was required in some areas, but these were not considered high risk presently. A programme of works would be added into the next two year’s budgets to carry out these works. He also explained that the pandemic and irrigation system had been downgraded and the reasons why (both will continue to be monitored closely).

**8. Companies House Matters**

The Chairman stated that the relevant documents had been submitted to Companies House regarding the appointment of K Daly.

**9. Approval of CGLMC Ltd Board Minutes of 14th September 2020**

Approved: G Murray Seconded: L Gordon

**9.1. Approval of Confidential Minutes of Board Meeting of 14th September 2020**

Approved: G Murray Seconded: L Gordon

**9.2. Approval of Confidential Minutes of the Workforce Planning Meeting of 22nd October 2020**

Approved: G Murray  Seconded: L Gordon

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**10. Greens & Environment Business**

**10.1. Approval of Greens & Environment Minutes of 4th November 2020**

Approved: C Yule Seconded: L Gordon

**10.2. Matters Arising Therefrom**

The Interim Greens Convener explained that a decision on the dates of the Championship Course closure for winter works in February 2021 had been deferred until the Buddon closure had been decided. He was now able to propose that the Championship course closure would take place for 5 days from Monday 22nd February to Friday 26th February. This was agreed.

Proposed: P Sawers Seconded: L Gordon

**11. Finance Business**

**11.1. Finance Director Executive Report**

The Deputy Chief Executive gave an overview of his report. He explained that the recovery plan included a predicted cashflow forecast back in February and the final cash flow was within 1% of that forecasted, which was a great achievement. He covered the cash flow forecast for the coming year and the operating window which had been created along with several key dates for review.

**11.2. Approval of Finance Minutes of 16th November 2020**

Approved: J McLeish Seconded: D Cheape

**11.3. Management Accounts**

There being no questions on the management accounts, the Deputy Chief Executive explained that the audited accounts were delayed further but that an extension had been given until 31st March 2021 to have these submitted to Companies House.

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**12. Tournament Business**

**12.1. Approval of Tournament Minutes of 27th October 2020**

Approved: L Gordon Seconded: J McLeish

**13. Community Benefits Business**

The Community Benefits Convener passed on the town’s appreciation for the donation of a Christmas tree located at the war memorial, adding he had received many positive comments.

He also sought clarification on cash availability from previously budgeted community benefit funds, given the revised (Covid-19) operational budget. It was agreed that this would be discussed further between the executive and community benefits convener.

There being no further business the meeting closed at 1912 hours.