

Minutes of the CGLMC Ltd Full Meeting Held via Video Link on Monday 20th September 2021

Present: C Yule (Chairman), I Frier, M Armstrong, J McLeish, K Daly, D Cheape, D Cavellini, A McColgan, L Gordon, K Fraser, A McCartney

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

The meeting began at 1730 hours.

1. Apologies

B Myles, G Murray

2. Any Additional Agenda Items

The Chairman explained that E Davie was not at the meeting due to his resignation from the board and he asked for his thanks to him to be noted.

The Deputy Chief Executive asked for an extra item under Finance business to be added, regarding the approval of the Links House loan facility.

3. Declaration of Interest

None.

4. Chief Executive's Report

The Chief Executive introduced his report by first thanking and commending the staff who attended the recent medical emergency on the course, which had resulted in the very sad death of a well-known Season Ticket Holder, Chris Smith. He added that Chris's family had initiated a fund raising campaign that they hoped could be used to install community defibrillators at two possible locations on the Links (potentially the Tea Hut and the Burnside Starters Box). He added that he had confirmed with the family that CGLMC would do all they could to support this initiative and would cover any installation costs associated with the project.

The Chief Executive provided the trustees with an overview of his report, providing further commentary on several matters, including the Season Ticket Holder Framework Review, which the trustee working group have asked for board approval to pilot a minimum of a 3 ball played during peak Season Ticket Holder times as part of a data gathering exercise. He confirmed that it was proposed that this pilot begins in early October and will continue until the working group feels they have enough data. Details of the pilot will be provided to Season Ticket Holders in advance. He asked that if any trustee had any points to raise before this pilot goes live, they should email him or the Head of Customer Experience prior to the 4th October.

The Board of trustees approved;

i) The minimum 3 ball pilot to run from 4th October until enough data is collected

Other points discussed included;

- Angus Councils Member Officer Group (Golf review). The chief executive appraised the board of trustees of the status of this review which has been subject to delays over the pandemic period. He confirmed that CGLMC had worked with the MOG to complete a questionnaire designed (broadly) to gain a better understanding of Council owned golf assets and how they are managed
- 2022 Golf Market and Bookings - The Chief Executive explained that 2022 forecasts looked very positive with large numbers of visitor golfers anticipated. In light of this expectation, a full review of CGLMC's workforce planning strategy would be required, reminding the board that we currently still operated within contingency staff numbers. A full review of budgets was also required. He confirmed that a workforce planning document would be brought to the next board meeting in December. In advance of this, the Chief Executive appraised the board of additional resource required in the Greenkeeping team prior to this review and asked for board approval to appoint an additional greenkeeper and defer the start date until Jan 2022.

The Board of trustees approved;

i) the recruitment of an additional greenkeeping from Jan 2022.

- A Performance Centre business case was provided for the trustees information, which confirmed that the simulators will be operational from 1st November and annual membership would be available in addition to bays being bookable by the hour
- The Chief Executive explained the reasons around why the irrigation system upgrade would now be postponed until winter 2022. He added that planning

applications would still proceed for bore holes and the new plant room so that everything would be in place for commencement date next Autumn, and that discussions were taking place to lockdown any price increase for the next 12 months

- The Deputy Chief Executive covered figures around the Tayside Pension scheme
- The Chief Executive presented the final version of the proposed new trustees information booklet to be issued to golf clubs and used for members interested in becoming a trustee of CGLMC.

The trustees approved;

i) the updated Trustees information booklet presented to the board with one amendment noted

This document would now be issued to the golf clubs to assist in the information required for being a trustee.

5. Decision Papers

5.1 Tassie Entry Fee 2022

The board of trustees approved;

i) The Tassie entry fee for 2022 as stated in the decision paper presented to the board.

5.2 Proposed Course Redevelopment and Practice Facilities Upgrade

The Chief Executive explained that although significant investment would be required for all the upgrades suggested, this decision was only for the executive to carry out feasibility planning. It's anticipated that £15k-£20k would be sufficient to scope this project.

The board of trustees approved;

i) that the executive commission a detailed examination of the proposed changes, including feasibility, planning, health & safety, costings and timelines.

5.3 Winter Course Closures 2021/2 and 2022/3

The board of trustees approved;

i) the winter course closures for 2021/2 and 2022/3 as specified within the decision paper presented to the board.

10. Greens & Environment Business**10.1. Approval of Greens & Environment Minutes of 16th August 2021**

Approved: L Gordon

Seconded: K Daly

10.2. Approval of One Topic Greens & Environment Minutes of 6th September 2021

Approved: I Frier

Seconded: C Yule

11. Finance Business**11.1. Finance Director Executive Report**

The Deputy Chief Executive covered his report, pointing out that the footfall was encouraging and despite a change in the customer profile, revenues remained strong. The Deputy Chief Executive also highlighted the strong orderbook for 2022.

11.2. Approval of Finance Minutes of 24th May 2021

Approved: K Fraser

Seconded: P Sawers

11.3. Approval of Interim Finance Minutes of 26th July 2021

Approved: D Cheape

Seconded: I Frier

11.4. Approval of Finance Minutes of 23rd August 2021

Approved: I Frier

Seconded: P Sawers

11.5. Matters Arising Therefrom

The Deputy Chief Executive explained that the facility that is in place for Links House was required to be renewed from 7th October for a three-month period. The Board were asked to approve to extend the interest only element of the facility until the details of the capital repayment facility had been finalised.

The Board of Trustees approved;

i) to extend the RBS interest only facility.

12. Tournament Business

12.1. Approval of Tournament Minutes of 1st September 2021

Approved: K Daly

Seconded: C Yule

12.2 Matters Arising Therefrom

The Chairman asked for trustees to attend and show their support for the inaugural 10 Hole Championship on Saturday 9th October, where there will be a playoff final at 5.30pm followed by a presentation.

11. Community Benefits Business

The convener stated that he hoped that Community Benefits could start up again in the middle of Spring all going well. He also confirmed that CGLMC would cover the cost of the town's Christmas tree for this year.

Before closing the meeting, the Chairman explained that K Fraser would be stepping down from his role as a trustee in November. He thanked K Fraser for his duty as a trustee over the last five years, rarely missing a meeting and supporting the organisation with his input for the benefit and best interest of the charity.

There being no further business the meeting closed at 1907 hours.