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**Minutes of the CGLMC Ltd Full Meeting Held in The Rookery on Monday 15th March 2022**

**Present:** C Yule (Chairman), I Frier, L Gordon, P Sawers, G Murray, A McColgan, D Cavellini, D Cheape, K Daly, M Armstrong, A McArtney

**In Attendance:** M Wells (Chief Executive), A Simpson (Deputy Chief Executive), C Boath (Links Superintendent)

The meeting began at 1733 hours.

**1. Apologies**

S Duncan, R Wardlaw, B Myles, J McLeish

**2. Any Additional Agenda Items**

The Chairman asked for a discussion on the irrigation system after item 11.

The Chief Executive stated that a minute from the 16th June 2021 which had been missed from a prior agenda, had been emailed to the board and approved by G Murray and Seconded by P Sawers. This was noted by the board.

 **3. Declaration of Interest**

All trustees, excluding M Armstrong and D Cheape, declared an interest in item 5 as they are current Season Ticket Holders.

M Armstrong declared an interest in the confidential minutes, as an employee of Angus Council, and would leave the meeting when this item was discussed.

**4. Chief Executive’s Report**

The Chief Executive introduced and summarised his report, including an overview of the identified strategic goals for 2022 and progress made to date. He confirmed that the footfall for 2022 remained in-line with forecast, but that this was subject to continual monitoring given volatility in processing individual re-scheduled bookings, the ongoing effects of the pandemic, and the unfolding situation with Ukraine. He also highlighted that there was a

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current emphasis on recruitment and customer service to ensure that CGL is prepared for the predicted busy summer season ahead.

The Chief Executive discussed some of the major decisions that had made over the last year (including workforce planning and the removal of staff’s defined contribution pension scheme), that had been challenging to make, but had been made in the best interests for the long-term sustainability of the organisation.

He also highlighted some ad-hoc items, including that the risk of falling trees had now added to the Risk Register, pitch marks still a big issue and communications would require to be issued to the STHs on this matter. He also indicated that board development sessions (including governance) would be set up in the way of workshops.

In response to trustees questions the Chief Executive answered as follows;

* The executive was keeping a close eye on some bookings that had be rescheduled for over 2 years had now been cancelled or re-scheduled further due to a change in the personal circumstances. The impact of the Ukraine situation was being monitored daily in relation to existing and new golf bookings
* Rebecca Tully’s achievement with the SGTW Best Pro Shop award was commended
* Graffiti issue on the course had now stopped after being highlighted by the police on social media
* Will be engaging with local community regarding the history of the wooden bridge on the Buddon course, then a decision will be made regarding its future
* Club priorities will have a minimum of a 3 ball (enforced during busy days only) in order that it was consistent with normal STH play at peak times
* Further STH framework decisions will be brought to full board in the way of a one topic meeting
* It is not anticipated that Seagreen development work at Carnoustie would be affected by Roadbridge ceasing trading

**5. Decision Papers**

**5.1 Employee Cost of Living**

The Finance Convener provided context around the proposed employee cost of living increase, including the break down between the areas of National Living Wage, realignment of salaries below benchmark and increase for qualifying staff as describing within the decision paper.

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The trustees approved;

1. The employee cost of living increase as set out in the decision paper provided

Proposed: I Frier Seconded: D Cheape

**5.2. Community Benefits Funding**

The Community Benefits Convener provided context around the decision paper proposing to roll forward £25,000 of funding into the 2022/23 budgeted funds. He proposed to hold another sub-committee meeting soon to discuss the launch of the Community Programme this summer.

The trustees approved:

1. The Community Benefits funding decision for 2022/23 as laid out within the decision paper provided

Proposed: P Sawers Seconded: L Gordon

**5.3. STH Variation**

The Deputy Chief Executive provided an overview of the STH Variation paper which provided a breakdown of the percentages of STHs affected by the price increases and to what extent.

The proposal recommended that over 65s would benefit from a 50% reduction in upgrade costs from the cost originally due to be introduced in April, as an interim measure and to be reviewed after this year.

These proposals are recommended for one year only and intended to benefit over 65’s in a transition to full adult prices and for the year 2022/23 and will then be reviewed.

The trustees approved;

1. Over 65’s would receive a 50% reduction in upgrade costs for one year

These are as follows;

1. £7 from a 1-course to the Burnside
2. £17 from a 1-course to the Championship
3. £10 from the Burnside to the Championship
4. Any STH that downgrades from a 3-course ticket (this year) can re-instate their ticket within 3 years

Proposed: I Frier Seconded: A McColgan

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A trustee queried when the next STH Framework proposal would come to the board. The Deputy Chief Executive said that another couple of meetings were still to take place of the working group and then a proposal of the direction of travel would be brought to the board. He added that a review of the prices and structure would take place in December/January.

**6. Health & Safety**

Covered within the Chief Executive’s report.

**7. Risk Register**

Covered within the Chief Executive’s report.

**8. Companies House Matters**

The Deputy Chief Executive explained that the draft statutory accounts would arrive in the next few days and a Finance sub-committee meeting would be called next week to cover these.

**9. Approval of the CGLMC Ltd Board Minutes and the Confidential Minutes of 10th January 2022**

**Sederunt:** M Armstrong left the meeting while this item was being discussed.

Approved: K Daly Seconded: D Cheape

**9.1. Approval of CGLMC Ltd Confidential Minutes of 2nd March 2022**

Amendment: Item 3. Replace the wording within paragraph 7 with the following;

Another trustee stated that the STH working group had recommended proposals to the board after careful consideration, the board had a fair opportunity to discuss impacts and the more detailed information put together by the STH Working Group had been available on Board Intelligence.

Approved: G Murray Seconded: L Gordon

**Sederunt:** M Armstrong re-joined the meeting.

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**10. Approval of the Greens & Environment Minutes of 9th February 2022**

Approved: L Gordon Seconded: C Yule

**10.2 Matters Arising Therefrom**

The Links Superintendent explained that the use of the ‘Seedsniper’ tool by caddies will be continued the season to help with the huge issue of pitch marks, which are as noticeable as ever, even with the absence of visitor golf

**11. Finance Business**

**11.1 Finance Director Executive Report**

The Finance Convener provided a summary of the report and figures.

**11.2 Approval of the Finance Minutes and Confidential Minutes of 21st February 2022**

Approved: D Cavellini Seconded: G Murray

**11.3 Irrigation Project**

The Executive brought to the board’s attention that with the political situation in the Ukraine and the ongoing pandemic, the irrigation project needed to be carefully considered as a commitment had to be made with the supplier of the irrigation system. It was agreed that the executive will bring forward an updated decision paper to the board at an additional meeting.

**12. Tournament Business**

**12.1 Approval of the Tournament Minutes of 15th February 2022**

Approved: I Frier Seconded: K Daly

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**13. Community Benefits Business**

**13.1 Approval of the Community Benefit Minutes of 3rd February 2022**

Approved: I Frier Seconded: P Sawers

**14. Any Other Competent Business**

The Chairman commended the Chief Executive and Deputy Chief Executive at the way they met, answered, and discussed the STH questions at the many open forums held in the golf clubs and within Links House. He felt that these had been very worthwhile exercise and the engagement with the STHs will continue moving forward.

The Chairman also announced the resignation of trustee John McLeish who had served on the Board for 14 years. He thanked John for his many years of valued service having always regarded him as a man of integrity and wished him all the best for the future.

There being no further business the meeting closed at 1915 hours.