

**Minutes of the CGLMC Ltd Full Meeting Held in the Boardroom, Links House on Thursday
22nd September 2022**

Present: C Yule (Chairman), I Frier, M Armstrong, L Gordon, P Sawers, K Daly, G Murray, A McColgan, R Wardlaw, D Cavellini, D Cheape, A McArtney, S Duncan, C McNicoll, K Braes

In Attendance: M Wells (Chief Executive), A Simpson (Deputy Chief Executive)

The meeting began at 1730 hours.

1. Apologies

None.

2. Any Additional Agenda Items

None.

3. Declaration of Interest

I Frier, C McNicoll, K Daly and A McArtney declared an interest in an item mentioned within the confidential minutes.

P Sawers, C Yule and D Cheape each declared an interest in one of the Community Benefits applications.

The Chairman welcomed Cllr Kenny Braes to the board of trustees.

4. Chief Executive's Report

The Chief Executive then highlighted some particular points in his report for further discussion with the board of trustees.

- He confirmed that work relating to the Season Ticket Holder Framework was nearing completion and that papers will be brought to the working group on 13th October. If agreeable, the working group will bring these to the full board of trustees at a one topic board meeting
- Due to the irrigation project and winter works over the winter season, commercial visitor bookings will not be encouraged. Therefore, there should be more accessibility for STH's and their guests

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- A Cost of Living Crisis paper will be brought to the next Finance sub-committee meeting
- The Chief Executive clarified that the updated Risk Register will be taken to the working group sometime in the next month or so.
- Seagreen work has been delayed but confident that there will be 18 holes on the Buddon in April 2023

The Deputy Chief Executive covered an item held within a confidential minute. M Armstrong and K Braes left the room when this item was discussed.

A trustee asked about provisions relating to helicopters landing and what responsibility did CGLMC Ltd have in this. The Chief Executive explained that authorising and facilitating helicopter landing at Carnoustie was wholly Angus Council's responsibility and any helicopters requesting to land are required to get agreement from Angus Council and (understands) pay a landing fee as it's on council land. CGLMC do not have any responsibility in relation to landing arrangements or public care.

A trustee enquired about the possibility of the Inland Revenue approaching CGLMC regarding caddies' income even though it is run through the caddie master which is a separate entity. The Deputy Chief Executive confirmed that legal guidance has been sought prior regarding caddies and confirmed that CGLMC do not have any exposure relating to IR35.

A trustee thanked the executive for providing an anonymous geographical representation of where CGLMC staff reside, which showed a broad range of areas covered across Tayside and Angus. They asked if the same could be issued to the board relating to participants in the Carnoustie Craws golf development programme. This information will be pulled together by Golf Development for the next full board meeting.

A trustee queried if there were staff issues with recruitment. The Chief Executive said that there is a concern in general with recruitment across the organisation. He added that it was his view that CGLMC's apprentice programmes should continue to be supported as much as possible as a sustainable means of creating skilled staff, helping to mitigate against recruitment challenges now and in the future.

5. Decision Paper

5.1. Tournament Entry Fees 2023

The Tournament Convener answered questions regarding the proposed Tournament entry fees for 2023.

The trustees approved;

- i) The Tournament entry fees for 2023 as presented in the decision paper

Approved: P Sawers

Seconded: C McNicoll

5.2. Winter Course Closures 2023/24

The Greens Convener presented the decision paper on winter course closures for 2023/24 season.

The trustees approved;

- i) The Winter course closures for 2023/24 as presented in the decision paper

Approved: K Daly

Seconded: L Gordon

5.3. Winter Improvements 2022/23

The Greens Convener presented the decision paper on the year's winter improvements. Of note (and for the minute), works for Winter 2022/23 will focus on the installation of a new irrigation system for the Championship course, lengthening of the 6th (Hogans) Tee and general golf course maintenance, including bunker revetment.

The trustees approved;

- i) The Winter Improvements for 2023 as presented in the decision paper

Approved: K Daly

Seconded: L Gordon

5.4. Community Benefits Applications Summary

The Community Benefits Convener presented the summary of 29 applications for funding, which had been received following the recent re-opening of the community benefits fund and explained that each application had been scored by eligibility and criteria. He explained that the sub-committee had approved applications amounting to £39,667 but this could increase to £67,000 depending on further information which is still to be confirmed. The convener asked for approval from the board up to a maximum of £67,000 spend and anything further would be brought back to the full board.

The trustees approved;

- i) The applications up to an amount of £67,000

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Approved: P Sawers

Seconded: C McNicoll

6. Companies House Matters

The Chief Executive stated that the signed paperwork for K Braes had been submitted to Companies House in August.

The Deputy Chief Executive explained that Henderson Loggie had been appointed as CGLMC's new auditors. The reporting period has been extended by 18 months to 30th September closed out in January.

7. Approval of the CGLMC Ltd Board Minutes and the Minutes of 13th June 2022

Approved: D Cheape

Seconded: D Cavellini

7.1 Approval of the Confidential Minutes of 13th June 2022

Amendments: Page 2. A trustee asked for wording to be altered to "request to have a deputation".

Approval: L Gordon

Seconded: D Cavellini

8. Greens Business

The Greens Convener explained that R Windows and Dr R Taylor had produced excellent comprehensive reports which were shared at the meeting and also details around the irrigation plan.

8.1 Approval of the Greens & Environment Minutes of 2nd August 2022

Approved: L Gordon

Seconded: A McCartney

8.2 Matters Arising Therefrom

A trustee asked if there had been a change in the bunker sand. The Convener explained that this had been queried at the greens meetings and the Courses Manager confirmed that it was the exceptionally dry weather that has affected the sand and that there had been no change to sand type or application. The Chief Executive added that this had also been raised at a recent meeting with the Carnoustie Golf Club, where the courses manager had confirmed the same.

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Also, a trustee brought up a concern over broken tees lying on teeing grounds. The Chief Executive said this would be reported back to the greens team.

9. Finance Business

9.1 Finance Director Executive Report

The Finance Convener stated that the results from the first five months were outstanding, and the credit must go to the executive and the staff of CGLMC.

The Convener then provided the board with an update on the meeting with the auditors.

9.2 Approval of the Finance Minutes Minutes of 22nd August 2022

Approved: G Murray

Seconded: D Cavellini

9.3 Matters Arising Therefrom

The Convener confirmed that the CBILS loan had been repaid.

A trustee enquired about energy costs and renewables. The Deputy Chief Executive said this had been looked at with Zero Waste Scotland and a full energy and sustainability strategy was being commissioned.

10. Tournament Business

10.1 Approval of the Tournament Minutes of 9th August 2022

Approved: R Wardlaw

Seconded: K Daly

11. Community Benefits Business

11.1 Approval of the Tournament Minutes of 5th September 2022

Approved: C Yule

Seconded: I Frier

There being no further business the meeting closed at 1930 hours.