

**Minutes of the CGLMC Ltd Full Meeting Held in the Boardroom, Links House on Monday
5th December 2022**

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

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

The meeting began at 1730 hours.

The Chairman welcomed everyone to the last board meeting of 2022.

1. Apologies

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2. Any Additional Agenda Items

None.

3. Declaration of Interest

None.

4. Chief Executive's Report

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

- The annual staff survey (Work Buzz) was positive overall, but pay and benefits had been muted as a concern linked to the cost-of-living crisis. This is covered later within a decision paper
- Angus Council had responded to the proposed Season Ticket Holder prices. They have agreed to the proposals with a caveat that the 3-year price commitment is subject to consultation with Angus Council. STH communications will go ahead as soon as possible

The Chief Executive welcomed any questions from the board.

A trustee praised the executive's ambition with regards to sustainability and suggested that the scope could be widened. The Chief Executive agreed and would take that point back to the Head of Sustainability.

A trustee congratulated CGL's social media content and engagement, commenting that they thought it had improved in the last 12-months. The trustee also offered their experience in this area. The Chief Executive thanked the trustee for the offer and agreed to arrange a meeting to discuss further.

M Armstrong and K Braes left the room whilst a discussion took place around a confidential matter. This is held within a confidential minute.

The Chairman congratulated the organisation for winning the Courier Business Award for Leisure, Tourism and Hospitality and added that it was a great acknowledgement of the huge effort made by all the staff in all areas of the organisation.

5. Decision Paper

5.1. Cost of Living Crisis

The Finance Convener explained that a full discussion was held at the Finance meeting regarding the paper on the cost-of-living crisis. The sub-committee had discussed different options fully and proposed that a monetary amount be put aside to bring in financial planning assistance that staff could access and also a staff hardship fund. The mechanics of how this fund would be administered, would be considered further by the executive and the trustees informed.

After a short discussion, the trustees approved;

- i) The Executive to produce a process around how the funds would be distributed would be brought to the board for approval
- ii) To establish a staff hardship fund (to the agreed budget contained within the paper) and to provide financial planning assistance to staff if required

Approved: P Sawers

Seconded: G Murray

5.2. Community Benefits Designated Funds

The Finance Convener proposed that Community Benefits funds which had not been spent in previous years and current year should be designated for future community benefits use. These designated funds would be shown on the balance sheet. If these funds were to be

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used, agreement would need to be sought by the Finance sub-committee and Full Board for approval, subject to affordability.

The trustees approved;

- i) To designate unused Community Benefits funds and have these itemised separately on the balance sheet

Approved: L Gordon

Seconded: I Frier

6. Risk Register

The Chief Executive explained that the new format risk register issued to the board was still in draft form, but now prioritised corporate and strategic risks within a dashboard environment. He pointed out that there was also an operational risk register which was monitored by the management team and escalated accordingly to the corporate risk register for the board to view. He indicated that some points had been fed back to the executive and encouraged trustees to feed back any other comments to him.

7. Companies House Matters

None.

8. Approval of the CGLMC Ltd Board Minutes of 22nd September 2022

Approved: G Murray

Seconded: K Daly

8.1 Approval of the Confidential Minutes of 10th November 2022

Approval: I Frier

Seconded: G Murray

9. Greens & Environment Business

The Greens Convener summarised the recent greens meeting, at which the individual course managers and irrigation engineer had attended, which had been a positive addition to the meeting format. The Greens Convener then appraised the board that a course walk had taken place including a review of irrigation works and tree removal at the 9th green.

9.1 Approval of the Greens & Environment Minutes of 23rd November 2022

Approved: L Gordon

Seconded: R Wardlaw

10. Finance Business

10.1 Finance Director Executive Report

There were no questions on this report.

10.2 Approval of the Finance Minutes of 14th November 2022

Approved: C Yule

Seconded: D Cavellini

11. Tournament Business

11.1 Approval of the Tournament Minutes of 1st November 2022

Approved: C McNicoll

Seconded: R Wardlaw

12. Community Benefits Business

In the Conveners absence the Chairman stated that after a two year break due to the pandemic it was great to see this year's recipients at the presentation ceremony receiving their funding.

Before the meeting concluded, the Chairman took the opportunity to thank the trustees and conveners for their time and input throughout the year. He passed on his and the boards thanks to the Chief Executive and Deputy Chief Executive for their and all of CGLMC's staff efforts during the year.

The Chairman went on to thank the Finance Convener, Pat Sawers, who was stepping down from the board of trustees after this meeting. He thanked her for her years of dedication to CGLMC, as a board member, PR Convener, Finance Convener and Chair. She would be greatly missed by everyone and wished her well for the future.

There being no further business the meeting closed at 1835 hours.