

**Minutes of the CGLMC Ltd Full Meeting Held in the Boardroom, Links House on Monday
13th March 2023**

Present: C Yule (Chairman), I Frier, L Gordon, G Murray, M Armstrong, E Kelly, A McColgan, D Cavellini, D Cheape, K Daly, C McNicoll,

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

The meeting began at 1730 hours.

1. Apologies

A McArtney, R Wardlaw, S Duncan

2. Any Additional Agenda Items

The Chief Executive highlighted three items which the Chair agreed could be considered at the end of the meeting.

3. Declaration of Interest

M Armstrong declared an interest in the decision paper item 5.2.

4. Chief Executive's Report

The Chief Executive introduced his report and welcomed any questions from the board.

A trustee enquired about the number of Carnoustie Craws included in various tiers within the golf development programme, between complete beginner and high-performance attendees and whether there was a plan to increase these high-level group numbers. The Chief Executive said that he would ask the Head Professional to provide more information on this for the next board meeting.

A trustee asked about the PGA shows that CGL have attended and what benefits they bring. The Chief Executive explained that there were two key golf market trade shows that CGLMC had attended over the last year, and that these were well attended by tour operators,

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tourism bodies and various other golf industry sectors. He also clarified that Scottish Development International (a Scottish government tourism agency) had covered a large amount of costs for CGL staff members (sales and merchandise) attending these events. A range of benefits were highlighted by the Chief Executive, including engaging with existing partners and identifying new golf tour operators to support golf tourism footfall targets.

In answer to a trustee's question, the Deputy Chief Executive explained that the resurfacing outside Links House would take place once the ambient air temperature had increased to be consistently above 5 degrees. He also added that he had met with Angus Council recently and works to the cycle path alongside the Burnside would start in July, with no anticipated cost to CGLMC.

The executive was asked by trustees regarding the Scottish Governments Deposit Return Scheme. It was confirmed that CGLMC plan to use reverse vending machines and were in communication with suppliers and undertaking diligence to ensure it would not present operational challenges. At the time of writing, there still remains some uncertainty around the governments support.

5. Decision Papers

5.1 Budget

The Finance Convener provided context around the proposed budget for 2023/24. The trustees discussed various items, scrutinising the recommended budget received from the finance sub-committee and asking further questions of the executive team. Being satisfied with responses and further discussion, the trustees thanked the finance convener and executive from producing the budget and agreed to approve the budget as set out.

Having approved the budget, the Deputy Chief Executive and Finance Director was asked to map CGLMC's performance over the last 5/6-years, in order that the board can track and review how the business has evolved.

The trustees approved;

- i) The Budget as set out for 2023/24 as set out in the papers provided

Proposed: G Murray

Seconded: I Frier

5.2. - Held within a confidential minute.

M Armstrong left the meeting while item 5.2 was discussed.

5.3. Hardship Fund

The Deputy Chief Executive provided an overview of the process that was used to determine eligibility for funding using a financial advisor.

The trustees approved;

- i) The Hardship fund process as laid out within the decision paper

Proposed: L Gordon

Seconded: I Frier

5.4. Alcohol Sales

The Deputy Chief Executive provided an overview of the paper.

A discussion took place around alcohol sales and consumption on the course, including a detailed examination of potential pace of play issues and reviewing the proposed location of the alcohol sales facility. The Deputy Chief Executive explained that as the facility would be moveable, it could be tested in different locations on a trial basis to ascertain which location would be best and also what impact, if any, would be on pace of play.

One trustee did not agree with selling alcohol on the course, but others were happy to approve having examined and scrutinised the paper.

The other trustees approved;

- ii) The alcohol sales paper as provided

Proposed: C McNicoll

Seconded: G Murray

5.5. Carnoustie Women's Seniors Open

The trustees approved;

- i) of creating a new open tournament at Carnoustie Golf Links for Women aged 55 and over, which will be called the Women's Seniors Open

Proposed: G Murray

Seconded: I Frier

5.6. Course Rotation 2024 and Beyond

The Trustees approved;

i) of rotating the Crows Nest Tassie and Senior Open between The Burnside Course and The Buddon Course from 2024 and beyond

Proposed: K Daly Seconded: C McNicoll

6. Risk Register

The Chief Executive covered the updated risk register after feedback from the last meeting. A couple of questions were asked regarding high-risk points which were the return of the Open and Cyber Security. The Deputy Chief Executive stated that an update would be provided to the board off the back of a stress test on the IT systems which was planned.

7. Companies House Matters

The Chairman explained that Angus Council had decided not to replace Cllr Braes on the Board of Trustees. The position would remain open if another Councillor wished to take up the post at a later date.

8. Approval of the CGLMC Ltd Board Minutes of 9th January 2023

Approved: G Murray Seconded: D Cheape

8.1. Approval of CGLMC Ltd Confidential Minutes of 9th January 2023

Approved: K Daly Seconded: D Cheape

9. Greens & Environment Business

9.1. Approval of the Greens & Environment Minutes of 9th February 2023

Approved: L Gordon Seconded: C Yule

9.2 Matters Arising Therefrom

The Deputy Chief Executive explained that the irrigation works were progressing well, and it looked positive for the engineers to be off the course in the coming weeks. There is a possibility that yardage markers may not been fitted in time for the start of the season. If this is the case, then visuals would be provided to caddies. He also noted that additional water dispensing units were planned for installation on the Championship course, reminding the board that a drinking water main had also been installed as part of the irrigation system.

10. Finance Business

10.1 Finance Director's Executive Report

No questions were asked.

10.2 Management Accounts

No questions were asked.

10.3 Approval of the Finance Minutes and Confidential Minutes of 27th February 2023

Approved: G Murray Seconded: I Frier

11. Tournament Business

11.1 Approval of the Tournament Minutes of 14th February 2023

Approved: C McNicoll Seconded: C Yule

12. Community Benefits Business

The Community Benefits convener provided an update on the plans for 2023 funding and that a timeline would be brought back to the next board meeting in June.

13. Additional Agenda Items

STH Framework

The Chief Executive explained to the board that applications for new season ticket holders to obtain a one course ticket would be promoted to the waiting list in the coming days. The

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board asked for confirmation that any new one-course tickets would be within the capped numbers agreed by the board, which was confirmed.

Statutory Accounts

The Chief Executive invited the trustees to an additional board meeting being held on 27th March to attend a presentation by CGL auditors on the statutory accounts. Further details have been provided to trustees contained in an email from Karen Perrie.

Gordon Murray

The Chairman thanked Gordon Murray who after 23 years on the CGLMC board was stepping down as a trustee. G Murray had held the position of Chairman and Finance Convenor and Chairman of the Carnoustie Open Championship committee in his tenure including. The Chair thanked Mr Murray for his outstanding service and dedication to Carnoustie Golf Links over the years.

There being no further business the meeting closed at 1927 hours.