

**Minutes of the CGLMC Ltd Full Meeting Held in the Boardroom, Links House on Monday
18th September 2023**

Present: C Yule (Chairman), I Frier, R Wardlaw, S Duncan, L Gordon, E Kelly, D Cavellini, D Cheape, C McNicoll, P Goudie, A McCartney, K Daly

In Attendance: M Wells (Chief Executive), A Simpson (Deputy Chief Executive), K Stott (Links Superintendent), L Bowen (HR Coordinator & Community Benefits Administrator), K Speirs (Brand and Marketing Manager), A Lang (Thorntons LLP) attended for item 4 only.

The meeting began at 1730 hours.

1. Apologies

A McColgan

2. Any Additional Agenda Items

The Chairman proposed a change in Agenda, with the approval of previous board minutes (item 8) proceeding the scheduled agenda items.

3. Declaration of Interest

None.

4. Redacted.

This item is held within a confidential minute.

5. Chief Executive's Report

The Chief Executive asked for any questions with regards to his report. There were no questions asked.

The Chief Executive asked the board of trustees for a further discussion on the on the proposed upgrading of NCP 1 (cycle path – running parallel to the Burnside course / railway), which was being led by Angus Council and Sustrans. He confirmed that upgrading work had commenced on phase 1, and phase 2 would follow in a change to the original works schedule, that would allow further consideration around phases 3, 4 & 5. The main area the board focussed on was in relation to section 2 where an alternative route had been

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proposed to improve pedestrian and vehicle movement around the Burnside 1st Tee area, which all trustees agreed was a health & safety concern with multiple users interacting.

The options for the Burnside Starters Box area and access roads were outlined, with K Stott outlining that access to the Greenkeeping Sheds is reliant on Network Rail at the Anderson Street crossing, out with CGLMC control. The question of using Barry Station as access to the Greenkeeping sheds was posed by a trustee, to which The Deputy Chief Executive outlined that this is not possible, as the path between Barry Station and the practice area is not a dual-purpose road, like the road between The Burnside Starters Box and practice road, and is instead solely for non-motor vehicles.

The board of trustees discussed this item for some time and agreed that the greens subcommittee would reconvene to consider this matter further and discuss possible alternative routes to improve movement, understanding that this may require some alterations to the Burnside, including a possible move of the Burnside starters building and substantial costs may be incurred but that improvements were required to the starter's facilities here. It was also noted that the greens sub-committee are currently considering various items on the Burnside course (driven by flood mitigation and) and are due to meet with golf course architect Martin Ebert in the coming weeks to discuss.

It was agreed that the Greens sub-committee would report back to the full board on this matter in due course.

6. Decision Paper

6.1. Tournament Entry Fees 2024

The Tournament Convener covered the decision paper on 2024 tournament fees.

The trustees approved;

- i) The Tournament entry fees for 2024 as described within the decision paper.

Proposed: R Wardlaw

Seconded: C McNicoll

6.2. Winter Course Closures 2024/25

The Greens Convener asked if there were any questions around the described winter course closures. There were no questions asked.

The trustees approved;

- i) The Winter course closures for 2024/25 as laid out within the decision paper.

Proposed: L Gordon

Seconded: R Wardlaw

6.3. Community Benefits – Process Amendment

The Community Benefits Convener explained the reasons behind the amendments to the criteria process.

The Convenor proposed several changes to the application criteria:

- Any application which includes a request to cover hire charges (external supplier hire costs, equipment hire or vehicle hire) will have the cost of hire elements excluded from their application
- Any application which includes a request to cover training costs (payment of third-party wages) by any Club will have such costs excluded from their application.
- In the case of uniforms and/or club strips, only the initial request for financial assistance at the creation of the club or association will be supported
- Each successful application exceeding £2,500 will require to be audited by the Community Benefits Administrator within 12 months of payment to ensure funding has been spent on the agreed purpose
- Each successful application exceeding £5,000 will require the successful applicant to acknowledge Carnoustie Golf Links financial support by way of signage in public view and in a format and wording acceptable to Carnoustie Golf Links within 12 months of receiving funds. The sub-committee acknowledges that, in the case of some successful grant applications, this may not be appropriate, and discretion may be applied by the sub-committee in terms of how recognition is facilitated or otherwise.

All of the above will be subject to review at any time and awards may be made in particular circumstances at the discretion of the Community Benefits Sub-Committee.

The trustees approved;

- i) The amendments as described within the decision paper.

Proposed: D Cavellini

Seconded: I Frier

6.4. Community Benefits – Awards Summary 2023

The Community Benefits Convener explained the grant amounts outlined in the paper provided.

A trustee asked that going forward, it would be helpful if the full board could receive more detail on applications, including the nature of each. The Community Benefits Convener advised the papers are available should the board wish to consider each application, but the subcommittee had approved in principle as outlined in the summary paper. Another trustee suggested a condensed version could be prepared in future years, but the amount of paperwork involved does not allow for full board timescales.

The trustees approved;

The awards to the sum of Approx.. £108k in principle, as described within the summary with the additional amendment of Carnoustie Musical Society withdrawing their application, and the Carnoustie Community Council receiving their matched funding, allowing their 2022 application amount to be released.

Proposed: L Gordon

Seconded: I Frier

6.5. Redacted - Contained within a confidential minute

7. Companies House Matters

The Chief Executive stated that all the paperwork for the resignation of M Armstrong had been submitted.

8. Approval of the CGLMC Ltd Board Minutes of 19th June 2023

Approved: P Goudie

Seconded: L Gordon

8.1. Approval of CGLMC Ltd Confidential Minutes of 19th June 2023

Approved: L Gordon

Seconded: E Kelly

8.2. Approval of CGLMC Ltd Confidential Minutes of Additional Full Board Meeting of 12th July 2023

Approved: S Duncan

Seconded: C Mcnicoll

8.3. Approval of CGLMC Ltd Confidential Minutes of Additional Full Board Meeting of 5th September 2023

Approved: L Gordon

Seconded: D Cheape

9. Greens & Environment Business

The Greens and Environment Convener went through minutes from subcommittee meeting and invited questions.

There were no questions asked, but a trustee added a comment to be contained within the minutes that he has received numerous comments of positive feedback on the stonemason work, which was also acknowledged by the rest of the board.

9.1. Approval of the Greens & Environment Minutes of 17th August 2023

Approved: A McArtney

Seconded: C Yule

10. Finance Business

10.1 Finance Director's Executive Report

The Finance Convenor summarised the financial directors report and outlined the positive nature of the company's performance.

There was a general discussion around some additional expenditure associated with the installation of the new irrigation system, specifically borehole exploration. The Deputy Chief Executive explained that a drilling team will be on site during the Dunhill to carry out further investigation and that more information will be available after this.

10.2 Approval of the Finance Minutes of 21st August 2023

Approved: C McNicoll

Seconded: S Duncan

11. Tournament Business

The Tournament Convener went through minutes from subcommittee meeting and invited questions. There were no questions asked.

11.1. Approval of the Tournament Minutes of 15th August 2023

Approved: R Wardlaw

Seconded: C Yule

12. Community Benefits Business

The Community Benefits Convener went through minutes from subcommittee meeting and invited questions. There were no questions asked.

12.1. Approval of Community Benefits Minutes of 7th August 2023

Approved: C Yule

Seconded: E Kelly

12.2 Matters Arising Therefrom

The Deputy Chief Executive outlined the dedicated reserves on the balance sheet, and how this will correlate with the Community Benefits Programme in years to come, with the financial year end.

There being no further business the meeting closed at 1900 hours.