

**Minutes of the CGLMC Full Meeting Held in the Greenkeeping Sheds on Monday
4th July 2016**

Present: P Sawers (Chairman), C Yule (Vice-Chairman), I Frier, A McArtney, J McLeish,
L Gordon, J Gilbert, G Paton, G Murray, A McColgan

In Attendance: G Duncan (General Manager)

The meeting began at 1855 hours

1. **Apologies:** H Oswald, A McKeown, T Healey, I Gaul, A MacKenzie

a) Any Additional Agenda Items

P Sawers requested an additional item entitled OSCR update be inserted after Item 12.

b) Declarations of Interest

J Gilbert, I Frier and A McArtney all declared an interest relating to any discussions regarding Caddies.

2. Approval of Minutes of the CGLMC Meeting of Monday 6th June 2016

Amendments

Pg73: J Gilbert said lessons could be learned regarding driving range project

Pg74: Amend 1st line to read regarding tee placement on Championship

Approved: G Murray

Seconded: L Gordon

b. Matters Arising Therefrom

J Gilbert asked if documents had been circulated as requested by the Trustees with regard to the driving range. G Duncan said this would be done.

Greens

I Frier has spoken to C McLeod and C Sinclair and there have been no negative feedback comments regarding the condition of the Championship Course. J Gilbert said in order for a long term gain sometimes you have to accept the occasional minor appearance issue.

Golf Centre

I Frier asked if the simulator bays have changed from 8 to 7. P Sawers said yes to keep within original footprint. G Paton asked if there should be a review of plans circulated. I Frier said he felt the committee should have been informed. P Sawers apologised and said that any future changes will be brought to the board. G Paton asked if there should be a further set of plans circulated. G Duncan said if there were any changes to the original plans, then these would be circulated.

I Gaul

A McCartney enquired as to why the new Trustee was not one of the local councillors. P Sawers explained that both of the local councillors had declined to join the Board. P Sawers explained that Mr Gaul was the Leader of the Council.

3. Greens Business

J Gilbert said he thought the 3 courses are looking spectacular. He said the Championship in particular is magnificent. He said it could be ready for an Open Championship never mind the Senior Open.

4. Finance Business.

a) Approval of Minutes of Finance meeting of Monday 27th June 2016

Amendments:

Pg 78. It was requested that on Item 6, Paragraph 2 it be amended to “inputter and authoriser”.

Approved: T Healey

Seconded: P Sawers

b) Matters Arising

Approval was sought by G Murray to proceed with the Documents Online Purchase Order System.

The Trustees approved that:-

i) The Documents Online Purchase Order System as detailed in the supplied report, be purchased and implemented.

J Gilbert asked about the overall increase in the salaries expenditure. G Murray explained that there were a number of factors involved, including more pension than before due to seasonal staff now opting into the Pension Scheme. P Sawers said it would be part of the duties of the recently agreed Reward and Remuneration Sub-committee to consider the impact of all legislation, and Trustee decisions, on salaries.

I Frier queried the closing stock figure of the Pro Shop. G Murray said he has asked D McDonald to come back to him with further information. He suggested it is perhaps a timing issue, and that maybe the stock was ordered at a different time this year which has been reflected in the figures. J McLeish also pointed out that the opening stock figures were also higher. G Murray said that D McDonald and C Sinclair will be providing further details.

5. Pro Shop Business

There was none.

6. Major Projects Business

P Sawers said the amended plans for the Golf Centre extension will go in front of the meeting of the Development Standards Committee of Angus Council to take place on 2nd August 2016.

J Gilbert said that he had requested meeting notes in the event of any Golf Centre meetings taking place, but he had not seen anything. He asked if there had been any meetings or discussions. P Sawers said there had been a meeting with Darron Mackay of Christies and a meeting with RBS. She assured him that the meeting notes would be circulated.

J Gilbert asked for confirmation that the office design within the Golf Centre extension would be able to cope with any increase in the number of staff employed by CGLMC Ltd. He said he would be unhappy to find that in 5 years' time, the building was not adequate for the needs of the organisation. G Duncan said that the present plans had capacity for a 25% increase in staff numbers. Beyond that, there was considerable other space that could be utilised if necessary. I Frier said that D McDonald had raised concerns regarding storage. J

Gilbert said issues had also been raised at the Health & Safety meeting. P Sawers said that all such issues would be raised with the project managers, Christies. She said that offsite storage was an option if required. C Yule suggested storing information electronically as an alternative.

7. Tournament Business

A McArtney informed the Trustees of the results of Tournaments that have taken place.

Ben Hogan Trophy – Winner Danny Elder

Ladies Rose Bowl – Winner Margaret Brown

Ladies Links – Winner Claire Robertson

Gents Links – Winner Andy Fyfe

Also the Senior Open Championship will take place from 18th July.

L Gordon raised concerns regarding the hosting of the Links Championship that she experienced at the Carnoustie Golf Club. She said there was no introduction, welcome or thanks from any of the club representatives, and felt that the Links were unwelcome visitors. She asked if we are due to use the club in the near future. A McArtney said it was the designated club for the Tassie, and suggested this be taken to the Tournament Committee for further discussion.

C Yule said perhaps we need to be more specific in what it is we want and expect from the clubs for our money, and put it in writing.

G Murray said there is an agreement in place and it was agreed this should be circulated to the Trustees.

G Murray said that even though there is an agreement, the club should not have to be asked to be courteous. He said he is a member of the Carnoustie Golf Club and was concerned to hear about bad manners.

8. PR Business

L Gordon said the Charitable Application Presentation was featured on the front page of the local paper. The Environmental booklet has been distributed to local schools but has not yet featured in papers.

L Gordon said The Oor Wullie Bucket Trail has been officially launched. A McArtney asked what it was for. L Gordon explained it was for The Archie Foundation, who raising funds for two new childrens operating theatres at Ninewells Hospital, Dundee. A McArtney asked if we can donate more. L Gordon said we can bid for the Oor Wullie. L Gordon also suggested placing a donation bucket near the Oor Wullie, but it was agreed this was not practical as a member of staff would need to oversee it.

9. Season Ticket

There was no business.

10. Environmental

J Gilbert has received an email with corrections for the 2nd issue, and they will be meeting to discuss.

11. Charitable Applications Business

G Paton said that cheques were given on 21st June 2016 to the various organisations as agreed by the Trustees.

12. General Manager Report

G Duncan said the plans for the Senior Open Championship are progressing well. C Yule asked if everyone had received their invitation for the 23rd July, which was confirmed.

G Duncan said that the Carnoustie branch of the Royal Bank of Scotland is closing, but there is a contingency plan in place. This will involve using G4 and the Post Office. J Gilbert asked if this would involve any costs. G Duncan replied that it would incur less costs.

A McArtney asked why there was no Golf Services Managers Report this month, G Duncan said that any golf services issues will be brought to the board by the Vice Chairman from now on.

13. Office of the Scottish Charity Regulator (OSCR)

P Sawers informed the Trustees that CGLMC Ltd have been written to by OSCR following an approach made to them by an unnamed individual or individuals.

She covered the points in the letter and said a response would be prepared and delivered to OSCR within the required time period.

82.

Concern was raised by the Trustees regarding the inaccuracy of the points stated to OSCR.

J Gilbert asked if this matter was confidential amongst Trustees, and asked if he could take this information back to the Carnoustie Golf Club. All Trustees felt the complaints were weak and inaccurate and there was no need to keep the matter confidential.

14. Companies House Matters

There were no issues.

15. Health & Safety Report

T Healey will bring the minutes of the previous meeting held on 9th June 2016 to the next Committee meeting. J Gilbert said a meeting was needed regarding the defibrillator protocol. C Yule said he will send the protocol to Carnoustie First Responders.

There being no other business the meeting closed at 2015 hours.