

# **CASTLETON PARISH COUNCIL - INVITATION TO TENDER FOR ANNUAL VILLAGE GRASS CUTTING and LAND MAINTENANCE**

To carry out the following ground maintenance works between 01 April 2015 and 31 October 2015 and to carry out any additional necessary works of a similar nature outside of the stated time period or in addition to the specified works on a basis and time as instructed by the Council and mutually agreed for an agreed hourly or job rate to be then agreed:

## **BURIAL GROUND**

1. Cut the grass fortnightly in April, September and October and weekly in May, June, July and August, removing cuttings and trimming edges each time. Apply weedkiller and feed and rake twice a year.
2. Cut back overhanging boundary branches and hedges 4 times a year, removing cuttings each time. Strim under hedges and apply weedkiller to nettles if necessary once a month from April to October.
3. Remove, respectfully and sensitively, old/dead plants and flowers from graves, plaques and planters where appropriate. Tidy around and where appropriate remove weeds and grass from and around grave, plaque and headstone areas in a tidy, sensitive and respectful manner.
4. Apply Pathclear or similar product twice a year to gravel paths.
5. Check all fixed items (seats, planters, gate, steps, railings, wooden and concrete structures etc.) on each visit and report any safety/repair issues immediately to the Parish Council.

## **AREA TO THE SIDE OF THREE ROOFS CAFE**

1. Cut the grass, trim the edges and take away the cuttings fortnightly in April, September and October and weekly in May, June, July and August. Apply weedkiller and feed and rake twice a year.
2. Report any safety/repair issues to the Parish Council immediately.

## **MARKET SQUARE (AREA AROUND THE WAR MEMORIAL)**

1. Cut the grass fortnightly in April, September and October and weekly in May, June, July and August, removing cuttings and trimming edges each time. Apply weedkiller and feed and rake twice a year.
2. Apply weedkiller to the kerbs, paths and cobbled area as necessary.
3. Rake/suck up leaves every few days autumn when the tree is shedding (autumn) and clear leaves and fallen debris after any periods of high wind, storm etc. when safe to do so.
4. Check all fixed items (seating, railings, steps, concrete and wooden structures) on each visit and report any safety/repair issues immediately to the Parish Council.

## **MARKET SQUARE (TRIANGLE OF COMMON LAND TO NORTH)**

1. Cut grass fortnightly in April, September and October and weekly in May, June, July and August, trimming the edges and removing the cuttings each time. Apply weedkiller and feed and rake twice a year.
2. Weed borders on each visit. Fill borders with plant as necessary (cost of plants to be agreed and paid for by the Parish Council).
3. Report any safety/repair issues to the Parish Council immediately.

## **THE VILLAGE GREEN, GOOSEHILL**

1. Cut grass fortnightly in April, September and October and weekly in May, June, July and August, trimming the edges and removing the cuttings each time. Apply weedkiller and feed and rake twice a year.
2. Prune plum trees after fruiting and remove all cuttings. Weed area under plum trees on each visit and plant as necessary (Cost of plants to be agreed and paid for by the Parish Council). Cut back and remove and overhanging or obstructing branches on other trees or shrubs.
3. On each visit clear away any leaves and silt from steps.
4. Report any safety/repair issues to the Parish Council immediately.

Appropriate personal, equipment and third party insurance is required to be provided by the successful applicant and copies of insurance policies and schedules must be given to the Council before work commences.

Applicants must be available to start works on short notice if appointed.

***Please submit written details and tenders in sealed format to the Council's Clerk by 5pm on 23<sup>rd</sup> March 2015 (for decision at the Council's meeting on 26<sup>th</sup> March 2015).***

*Contractors are reminded that any breach of Standing Orders regarding canvassing etc., will immediately disqualify any tender submitted. Copies of Standing orders will be supplied on request.*

*The Council reserves the right to cancel any contract at any time, without compensation, should the above specification or expected quality and timeliness of work not be adhered to.*