

POLICY STATEMENT

PARISH GROUNDS MAINTENANCE CONTRACT

The Parish Council awards an Annual Contract for Mowing and Related Services consisting: Mowing of grassed areas; seasonal pruning, cut back and clearance of bushes, hedges and trees; clearance of ditches, pluvial drainage, weeds, litter; on land in the ownership of the Council; Village Pond and surrounds; Village War Monument Memorial land; public open spaces and Conservation areas.

The contract terms are in accordance with listed schedules and acceptance is based on size and capacity appropriate to the required scale of works, provision of appropriate maintenance works records and local knowledge of the three rural parishes.

Contracts awarded in compliance with the Council's Internal Control Regulations. Disclosure of data in compliance with the Transparency Code for Smaller Authorities.

Contractor requirements:

- i. The contractor undertakes responsibility for the supervision and standards of any works, safety, equipment, negligence, remuneration and claims from employment of persons or any sub-contractor employed to undertake any part of the contract.
- ii. Undertakes a full survey of the areas; including any special local circumstances pertaining to the work/or site.
- iii. Undertake a risk assessment and make any necessary risk management arrangements.
- iv. Provision of a copy of Public Liability Insurance, indemnity minimum £5,000,000 (Five million pounds).
- v. Provision of a copy of Employers Liability Insurance, indemnity minimum £5,000,000 (Five million pounds).
- vi. Reports to the Clerk to the Council and/or Chairman/Deputy Chairman, any areas requiring emergency/additional works, to be agreed in advance.
- vii. Any changes, or part changes of the contract to be confirmed in writing to the Council.
- viii. Invoice terms: Commencing April to January annually, presented monthly plus VAT. Financial adjustments required to be submitted at year end for works not carried out in accordance with the listed schedules.

## CONTRACT WORKS SCHEDULES

### **SCHEDULE 1:** Area: The Green, Martin Hussiantree

14 maximum cuts of grassed areas per annum.  
2 visits to Spray, Ditches and Posts surround.

### **SCHEDULE 2:** Area: Verge (Swan Inn to Ash Lane) plus Slip Road grassed Triangle, Martin Hussiantree.

14 maximum cuts of grassed areas per annum.

### **SCHEDULE 3:** Area: The Pond and Surrounds, Martin Hussiantree

2 visits: Spring, Autumn, Prune/Clear Bushes/Trees.  
2 visits : May, August, Tidy, Spray, Litter Pick surrounds.

### **SCHEDULE 4:** Area: Verges, Spellis Green Lane, Hindlip

2 maximum cuts of verges per annum.

### **SCHEDULE 5:** Area: Church Lane, Martin Hussiantree

3 maximum cuts of lane verges in Conservation Area, per annum.

### **SCHEDULE 6:**

WAR MEMORIAL Land, Salwarpe Village

8 maximum cuts of grassed area per annum, tidy surrounds of trees and clearance.

1 extra cut prior to Remembrance Sunday Cut/Clean/Tidy surrounds.

Maintenance of new planted Boundary hedge