

Bourton-on-the-Water Parish Council

Council Office, The George Moore Community Centre,
Moore Road, Bourton-on-the-Water, Glos. GL54 2AZ

Tel: 01451 820712

Email: clerk@bourtononthewater-pc.gov.uk

Specification to Tender for Village Maintenance Contract 2023-2026

General Notes on contract

- Please do not cut grass in drought conditions
- Please take care to avoid causing damage when strimming around wooden play equipment and trees
- Please take care when strimming around residents' drain covers and downpipes/guttering to avoid damage.
- In accordance with the Wildlife & Countryside Act 1981, when hedge cutting, please observe bird nesting season between March and August and only cut hedges if they can be thoroughly checked for the absence of nesting birds.

Highways Maintenance of Grass Verges

Cutting of all Gloucestershire County Council grass verges as shown in the accompanying document and map produced by Gloucestershire County Council. Please note the specific instructions in relation to health and safety, plant, visibility splays and grass height included in the Grass Verge Cutting Agreement.

Contractor's Name and Address:

1. The Naight Playing Field - April to October incl.

Operation	Frequency	
Strim and mow main field, omitting wildflower area as shown on map, risings to lie.	Fortnightly.	
Strim and mow play area, remove risings; clear both play areas' safety surfaces of basic litter; cut back weeds from surrounding fences;	Fortnightly.	
Strim bund by River and prune adjacent hedge, risings to lie	Autumn	
Cut hedges adjacent to British Legion car park and toddler play area to height of low fence.	Once per year, early autumn	1. <u>Price (£ p.a.):</u>

2. Melville Play Area – April to October incl.

Operation	Frequency	
Strim and mow field, risings to lie; strim and mow play area, remove risings; clear play area safety surfaces of basic litter.	Fortnightly.	
Clear all ditches.	Twice p.a. in May & October	

Lay/cut hedge bordering Station Rd	Cut three times per year in April/June/Oct depending on bird nesting season. Cut once per year in autumn	2. Price (£ p.a.):
Cut boundary hedges to 2m internal height		

3. Rye Crescent Play Area – April to October incl.

Operation	Frequency	
Strim and mow play area and surrounding verges, remove risings; clear play area safety surfaces of basic litter.	Fortnightly.	3. Price (£p.a.):

4. Footpaths – April to October Incl. – See map for schedule of paths.

Operation	Frequency	
Cut and clear obstructing herbage and grass to maintain 1.5m clear way throughout year. (The Avenue and Footpath Coach Park (north) to Station Rd - full width).	Monthly.	
Cut and clear overhanging branches where these obstruct the footpaths	Monthly.	4. Price (£p.a.):

5. Main Green and Riverbank – March to October incl.

Operation	Frequency	
Box mow grass and remove risings early a.m; strim/clip grass edges; strim/clip round trees/obstacles.	Fortnightly (First cut to take place maximum 1 week prior to 21 st March)	
Strim/clip round trees at Riverside Café.	Fortnightly.	
Strim verge in front of Stepping Stones	Fortnightly	
Grass treatment – Village Green	March: aerate, scarify and fertilise Weed kill in May or autumn Fertilise in spring, summer & autumn	
Make recommendation for repairs and agree additional winter works required	Oct	
Clear leaves from Green prior to Remembrance Day service	November	
Planters in Village Centre 3 no. – one outside Riverside Café and two outside Chestnuts Fashion	Plant at start of season with summer bedding and remove at end of season	5. Price (£p.a.):

6. Victoria Street and Clapton Row Greens – April to October incl.

Operation	Frequency	
Box mow and remove risings; strim/clip grass edges and round trees/obstacles. (Avoid Tuesdays, if possible)	Fortnightly.	6. Price (£p.a.):

7. Rissington Road – Riverbank, Coronation Bridge to Birdland – April to October incl.

Operation	Frequency	
Box mow verges and remove risings; strim/clip grass edges and round trees/obstacles	Fortnightly.	7. <u>Price (£p.a.):</u>

8. Rissington Road – Verge outside Bridle Close and Weir Cottage to Old New Inn, and S. side from Marshmouth Lane to Birdland entrance – April to October incl.

Operation	Frequency	
Mow and strim grass verges, risings to lie; strim/clip round trees/obstacles. Strim ditch sides between Car Park & Marshmouth Lane – risings to be removed (risings must <u>not</u> obstruct drainage ditch)	Fortnightly.	8. <u>Price (£p.a.):</u>

9. Rissington Road Lay-by

Operation	Frequency	
Strimming	Twice p.a. in July & October	9. <u>Price (£p.a.):</u>

10. Lansdowne – S. Side from Fosse Way to Mill House – April to October incl.

Operation	Frequency	
Mow and strim two grass verges between River and Road. Strim/clip round trees/obstacles, risings to lie. Area to cover as near to the river edge as possible and as far as the bridge	Fortnightly.	10. <u>Price (£p.a.):</u>

11. Village Cemetery - April to October incl.

Operation	Frequency	
Mow grass; strim/clip round gravestones/headstones/obstacles, remove risings.	Fortnightly.	
Strim verge from Lych Gate to entrance to Allotments on Cemetery Lane, risings to lie.	Fortnightly.	
Prune all hedges and remove risings. NB large conifer hedge on northwest side is cut by neighbour, as far as the shed	Twice p.a. in summer and autumn (in accordance with bird nesting season)	
Cemetery/Garden of Remembrance	March: moss kill, scarify, fertilise. Weed kill once over growing season Fertilise in March and summer	11. <u>Price (£p.a.):</u>

12. Old Baptist Cemetery - April to October incl.

Operation	Frequency	
Mow grass, risings to lie; strim/clip round gravestones/headstones/obstacles; strim/clip grass edges.	Fortnightly.	
Prune all hedges, remove clippings.	Once in autumn.	12. <u>Price (£p.a.):</u>

13. Queen Elizabeth Jubilee Garden of Remembrance – April to October incl.

Operation	Frequency	
Mow all grassed areas and remove risings	Fortnightly	
Prune hedges and weed shrub beds in Car Park	Twice p.a.	13. <u>Price (£p.a.):</u>
4 corner and 1 central flower bed: Prune, weed and maintain	Monthly visits April – October.	
Ashes Garden: Prune, weed and maintain	Monthly visits April – October.	
Planters: Deadhead and weed, when planted up	Monthly visits April – October	
Planting of planters: Plant with appropriate seasonal plants/shrub	Twice p.a. in Spring & Autumn	
<i>New planting (excluding planters): Recommendations to be submitted to Council on ad-hoc basis, costs to be agreed and works instructed as and when required.</i>		

14. Allotments - April to October incl.

Operation	Frequency	
<u>Jubilee Orchard</u> : Mow grass, omitting wildflower area as shown on map, risings to be removed, strim and clip edges and round obstacles. Remove basic litter.	Fortnightly.	
Cut back wildflowers	Autumn	
<u>Cemetery Lane allotments</u> Mow grass verges either side of main spine road, and centre grassed parking area by Jubilee Garden of Remembrance	Fortnightly	
Mow grass verge at northern boundary adjacent to Greystones Lane. NB Greystones Lane boundary hedge is maintained by the neighbour.	Fortnightly	
Lay/prune hedge on either side of allotment entrance bordering Cemetery Lane to height of 5' (1.5m)	Twice pa	
<u>Springvale allotments</u> Mow-strim fallow section	Late summer	14. <u>Price (£p.a.):</u>

15. Station Road East Side – April to October inc.

Operation	Frequency	
Strim verge from corner 3 Wells House to Willoughby Place	Fortnightly	
Strim verge adjacent to Threeways (by former Co-Op site entrance)	Fortnightly	
Strim verge from Meadow Way to Melville Play Field.	Fortnightly	
Strim verge from Spring Vale to junction with Fosse Way. (Not continuous).	Fortnightly	
Cut and clear obstructing herbage to ensure Station Road signs are visible	As required to ensure signs are not obscured	15. Price (£p.a.):

16. Station Road West Side – April – October incl.

Operation	Frequency	
Strim all verges on the outside of the Community Centre boundaries on Moore and Station Road, including the triangular land at the junction.	Fortnightly	
Strim verge from the Avenue to opposite junction with Meadow Way	Fortnightly	
Strim verge from Station Villa to eastern side of Park Farm entrance (incl)	Fortnightly	
Ensure hedging is kept well trimmed back from pavement and Station Road signs are visible	As required to ensure signs are not obscured	16. Price (£p.a.):

17. Sherborne Street – April-October incl.

Operation	Frequency	
Strim verge outside Harrington House, risings to be removed	Fortnightly	
Strim triangle of grass at the junction of Letch Lane, risings to be removed	Monthly	
Strim triangle of grass next to Motor Museum, risings to be removed	Fortnightly	17. Price (£ p.a.):

18. Stanway Green and Croome Gardens (see Bourton Chase map) – April-October incl.

Operation	Frequency	
Strim and mow all grassed areas, risings to be removed	Fortnightly	
Weed flower beds and prune shrubs	Twice p.a. in May & August	18. Price (£ p.a.):
Hedge cutting: (1) Between Beddome Way/Croome Gardens (2) Attenuation Pond	Autumn	

19. The George Moore Community Centre – April-October incl.

<u>Operation</u>	<u>Frequency</u>	
Strim and mow all grassed areas to left of main entrance, risings to be removed	Fortnightly	
Flower Beds: Prune, weed and maintain	Monthly visits April – October.	
Two raised planters: Prune, weed and maintain	Monthly visits April – October.	
Four tubs: Weed/dead head, when planting up	Monthly visits April – October.	
New planting (4 tubs): Plant with appropriate seasonal plants/shrubs	Twice p.a. in Spring & Autumn	19. <u>Price (£ p.a.):</u>
<i>New planting (excluding tubs): Recommendations to be submitted to Council on ad-hoc basis, costs to be agreed and works instructed as and when required.</i>		

Total Tender Price per annum for the above works 1 – 19 (excl. VAT):

£ _____

The price quoted above must be based on the terms and conditions contained in the accompanying covering letter dated 4th November 2022 and will apply for each of the three years of the contract, without increase, save for additional areas added subsequently on the agreement of both parties.

Signed:

Position in Company: