

## Humberston Village Council

# **GROUNDS MAINTENANCE CONTRACT**

### **Wendover Paddock**

Grass to be cut and strimmed every 10 days along with all hedge bottoms from April to October each year. Twice monthly for the remainder of the year. All cuttings to be collected when cut and removed from site. Privet hedges to be cut twice yearly, other hedges three times yearly.

### **Cemetery and Cemetery Extension**

Grass to be cut and strimmed every 10 days along with all hedge bottoms from April to October each year. Twice monthly for remainder of the year. All cuttings to be collected when cut and removed from site. Hedges to be cut 4 times per year. Turfing of plots to be carried out when requested by the Clerk, with work paid for by the Village Council.

Burial sites and ashes plots to be marked ready for contractors to dig the plot, as and when requested by the Clerk to the Council. When such instruction is given, a plot number and location will have been allocated by the Clerk and the marking of the ground/plot is required.

Post burials, removal of soil from the Cemetery is to be carried out within one week at the very latest after the funeral. Quotations should include this work and specify the cost to be levied for this service.

### **Cemetery Road through to Humberston Avenue**

Grass to be cut and strimmed every 10 days along with all hedge bottoms from April to October each year. Twice monthly for remainder of year. All cuttings to be collected when cut and removed from site. Privet hedges to be cut twice yearly, all other hedges three times yearly.

### **Allotment Hedging**

All hedging which borders the allotment site (including the new allotment extension) or which falls within the allotment site perimeter – to be trimmed up to twice a year, upon demand from the Village Council and all clippings removed. Hedges around the allotment perimeters to be maintained at a height of approximately six feet.

### **Strang Walkt**

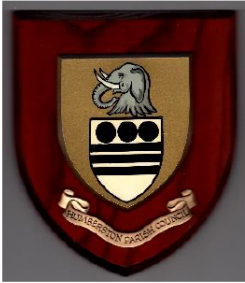
Shrubs and trees to be pruned twice yearly. Pot holes to be filled in twice yearly as cosmetic repair if necessary (materials to be paid for by the Council). Spray weeds twice yearly. Further professional works to surfacing will be carried out by an alternative contractor if required.

### **Footpath between Fieldhouse Road – Midfield Road (Postman's Walk)**

As per details for Strang Walk and to include the length from Midfield Road to Church Lane.

### **Village Council Christmas Tree**

To collect Christmas Tree upon instruction from the Clerk during early December each year and then transport to and erect on a site in Humberston. Hired guard rails to be collected (arranged by the Clerk and paid for by the Village Council) and erected around the tree and then returned to hire depot in the New Year. Christmas Tree to then be taken down and disposed of in the New Year upon instruction from the Clerk.



# Humberston Village Council

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Clerk to the Council – Mrs. K. Peers

[Tel:- 07494 577661](tel:07494577661)

[Email:- clerk@humberstonvillagecouncil.com](mailto:clerk@humberstonvillagecouncil.com)

## **INVITATION TO QUOTE**

The Village Council invites quotations for its Grounds Maintenance contract within Humberston.

The schedule of works is attached with details of works to be carried out.

The contract will be awarded to commence on 8<sup>th</sup> July 2021 and will run for two years to 7<sup>th</sup> July 2023.

Quotations should be made in writing only to the Chairman of the Council at the address shown or by e.mail submissions are acceptable and the closing date for receipt of quotations is 12.00 noon on Friday 30<sup>th</sup> April 2021. Any quotations sent in which do not follow the rules as shown above will not be considered. It is the responsibility of those submitting quotations to check that their quotation has been received.

**Quotations should show the total amount per annum, VAT (if applicable) and also the amount to be invoiced each month along with the costs of removing the soil from burials**

**Note – it is not necessary to detail amount of hours or hourly rate – the only amounts to be considered are the monthly and then annual amount plus the soil removal costs**

Payment of the contract will be made each month at the end of each calendar month for which the work has been carried out and will be paid direct into the contractor's account. It is expected that an invoice each month will be received from the contractor.

Visits to the site are welcome and all sites are open and accessible during normal working-day hours.

For any further information or with any questions please contact the Village Clerk on the above number between 9.00 am and 4.00 pm Monday to Friday.

*All necessary insurances, risk assessments etc. should be guaranteed by those quoting and evidence will be requested upon award of any contract (ie public liability insurance, any necessary spraying certifications, waste carrier etc.)*

QUOTATIONS SHOULD ONLY BE SENT TO:

Cllr. Sue Bailey – Chairman of the Council  
Humberston Village Council  
4 Hewson Road, Humberston, NE Lincs.  
(Tel. no. 07976-853698)

Email to [sbailey@humberstonvillagecouncil.com](mailto:sbailey@humberstonvillagecouncil.com)