

Review of Specification for Grounds Contract in Wickhambrook 2024/25

The Estates Committee reviewed the specification for the grounds contract for 2023-24 at its September '22 meeting, which was subsequently approved by the parish (**Min.EC.22.09.11 refers**).

In January of this year the Parish Council appointed R H Landscapes and Maintenance to undertake the grounds contract for a further year (**Min. 23.01.11 refers**).

The first cut took place in March, and the service has received positive comments throughout the season to date.

The contractor has been flexible and has consulted on:

- reducing cuts to protect spring flowers in the cemetery; and
- reducing cuts during the extended period of dry weather throughout July and August.

The clerk reported to the Estates Committee at its July meeting (Report [WPC.EC.23.07.05](#) & Min. Ref EC.23.07.12 refer) identifying two further adjustments to the contract for the Estates to consider including in the next specification, namely:

- inclusion of access to the Bury Road Pocket Park
- splitting out the cutting in the cemetery to take account of spring flowers

The committee identified three further changes to the specification:

- a correction to the location of the hedge at Six Acres (Map
- Collection of arisings from the cemetery on the first cut following delayed cuts in the spring (to protect wild flowers); and
- Collection of arisings from Recreation Ground and Six Acres on the cut immediately preceding the Fete and Flower show each year.

Accordingly, the clerk has updated the specification with respect to the 2024/25 season, for which quotes will be invited in early October. This revised specification is attached as **Appendix A** to this report, and updated plans at **Appendix B**.

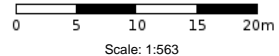
Recommendation

To approve the proposed revised specification for cuts and proposed areas set out at Appendices A & B, (subject to any changes agreed at the meeting) in advance of quotes being requested for the grounds contract for financial year 2024/25.

Action

To decide whether seek a contract on an annual basis (as in previous years), or whether to provide an option for a three-year agreement. A three-year agreement would be likely to take the value of the contract over £25,000 (and thus the council must comply with Articles 109 to 114 of the 2015 Regulations and s.135 of the Local Government Act - Contract opportunities would need to be advertised on the Contracts Finder website).

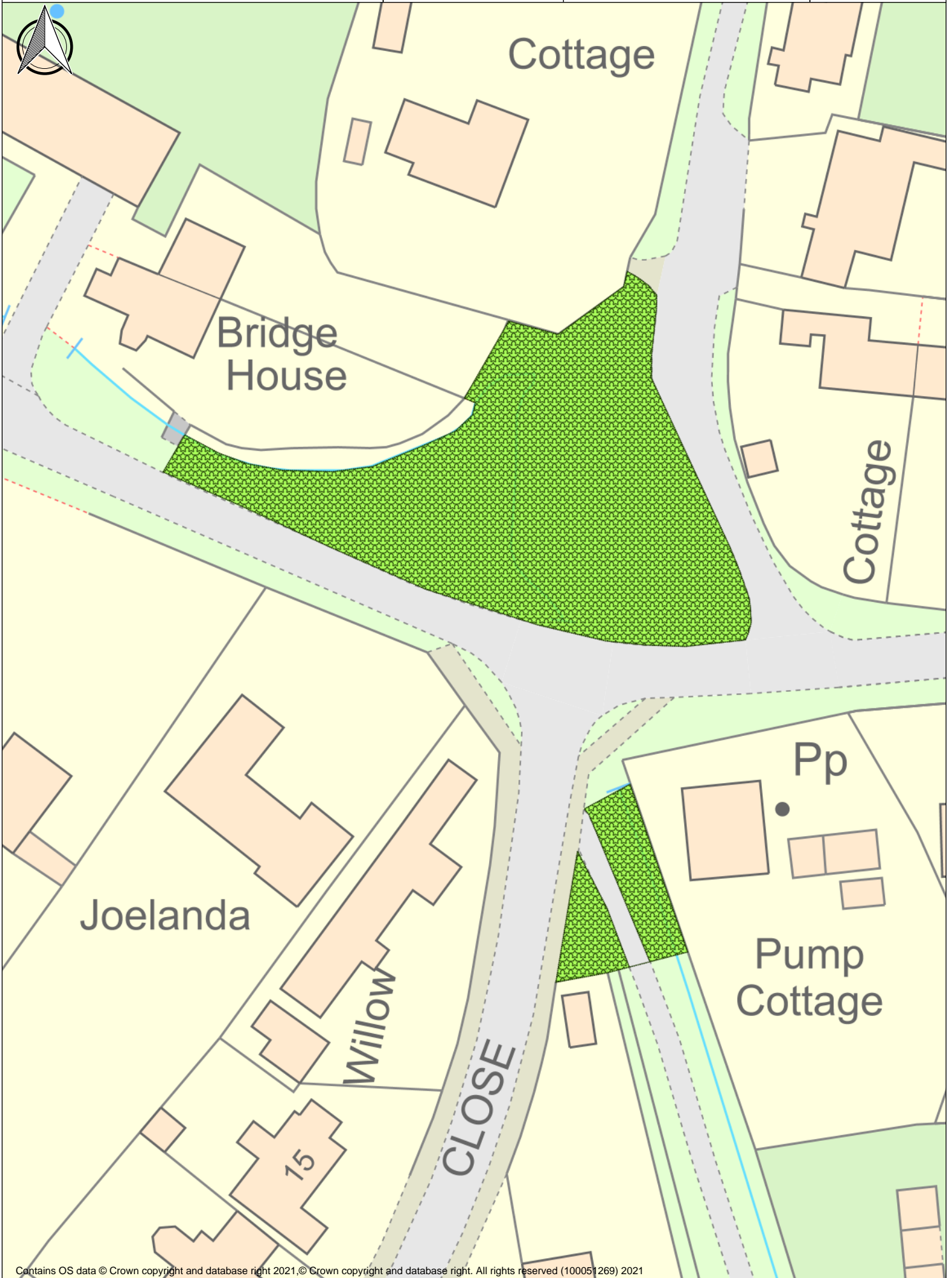
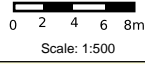
Map Item	Description	No. Cuts	Collect Arisings	Leaf Clearing	Notes
Greens					
1	Attleton Green	18	No		leave small triangle at rear for wildflower colonisation
2	Coltsfoot Green	18	No		strim down into all culverts
3	Meeting Green Verge & Triangle	18	No		small triangle must be trimmed to ensure visibility
4	Nunnery Green Verges	18			verges uneven, take time in dips to obtain even cut
Cemetery & Churchyard					
5	All Saints Churchyard	18	No		Only in Churchyard, not verges or car park
6a	Old Cemetery and Memorial Garden	18	Collection of arisings from the cemetery on the first cut following delayed cuts in the spring (to protect wild flowers)	yes	Delay cuts where bee orchids indicated, or to allow spring flowers to set seed, as agreed with contractor - when cuts delayed, cost per cut to be adjusted accordingly.
6b	New Cemetery	18	Collection of arisings from the cemetery on the first cut following delayed cuts in the spring (to protect wild flowers)	yes	Delay cuts where bee orchids indicated, or to allow spring flowers to set seed, as agreed with contractor - when cuts delayed, cost per cut to be adjusted accordingly.
Play Areas					
7	Bury Road Play Area	18	yes	yes	Cut grass immediately outside pocket park to facilitate access.
8	Cemetery Road Play Area - leaves & debris collected	18	yes	yes	
Six Acres & Recreation Ground					
9	Bowling Green (in and outer banks)	16	yes	yes	not the bowling green itself
10	Tennis Courts surrounding Grass	18			
11	Inner banks of Recreation Field and Six Acres	18			Delay cuts to allow spring/wild flowers to set seed as agreed with contractor - when cuts delayed, cost per cut to be adjusted accordingly
12	Recreation Ground & Six Acres	18	Collection of arisings from Recreation Ground and Six Acres on the cut immediately preceding the Fete and Flower show each year.		*please quote for both collection of arisings, and arisings left in place
Other					
13	Footpaths per plan, namely FP26 from Cemetery to FP25; and FP25 from	6			
14	Outer banks of Recreation Field and Six Acres	3			strim/brushcut - note steep banks
15	Memorial Social Centre Grounds	16	yes		
16	Hedges - i) Bowling Green: Leylandii Hedge (both sides and top); other boundary hedges onside only. ii) the beech hedge near the car park (cut one side); c) hedge bounding the cemetery - cut hedges both sides on road and alongside Footpath & one side elsewhere; d) hedge opposite school (Map 16c) cut bothsides	2	yes		
18	Scrub to rear of hard standing between Bowling Green and Tennis Courts	2	yes		

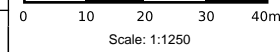


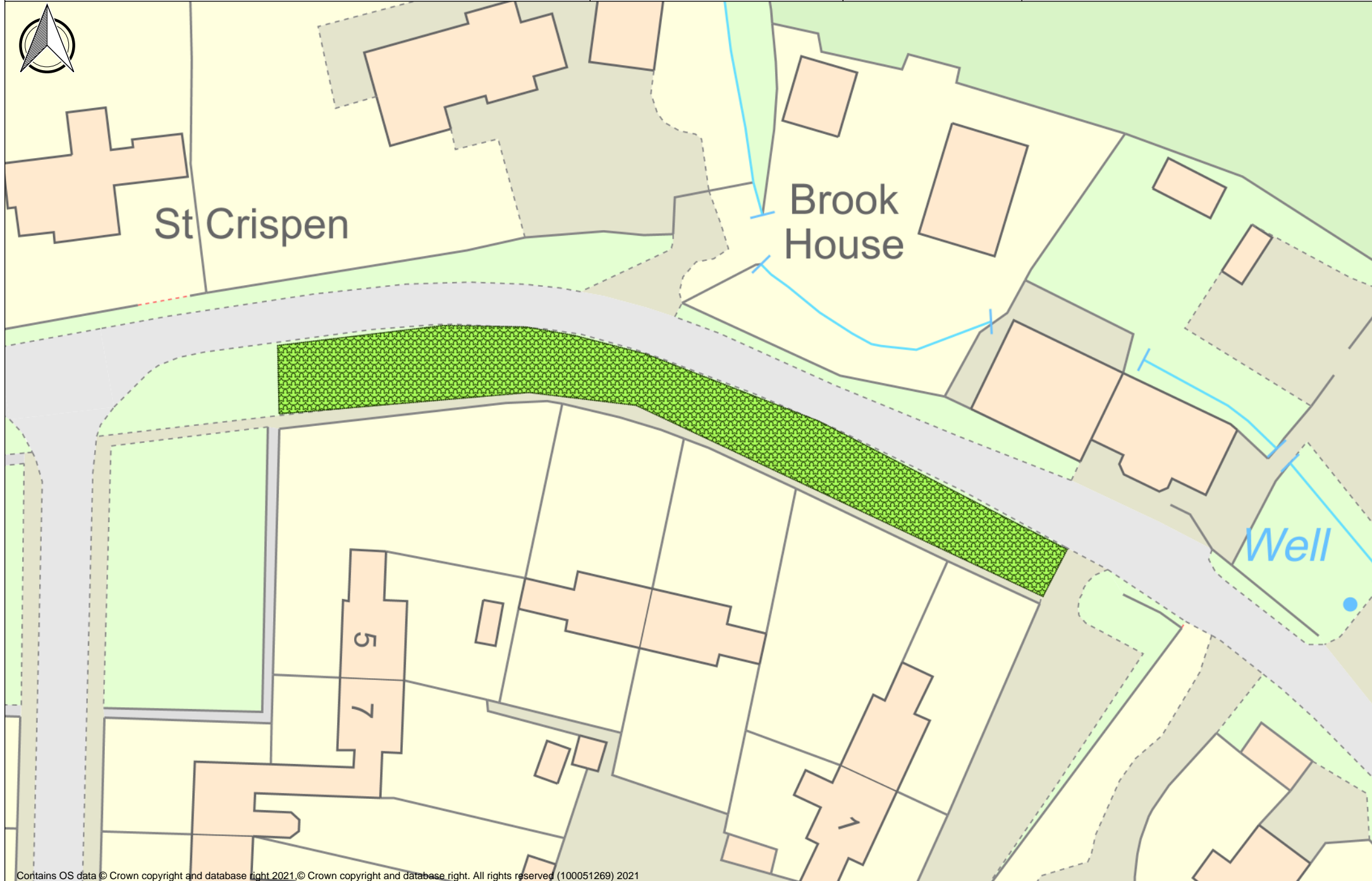
Grass Cutting



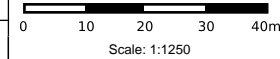
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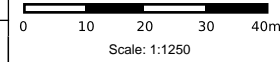


Parish



Grass Cutting

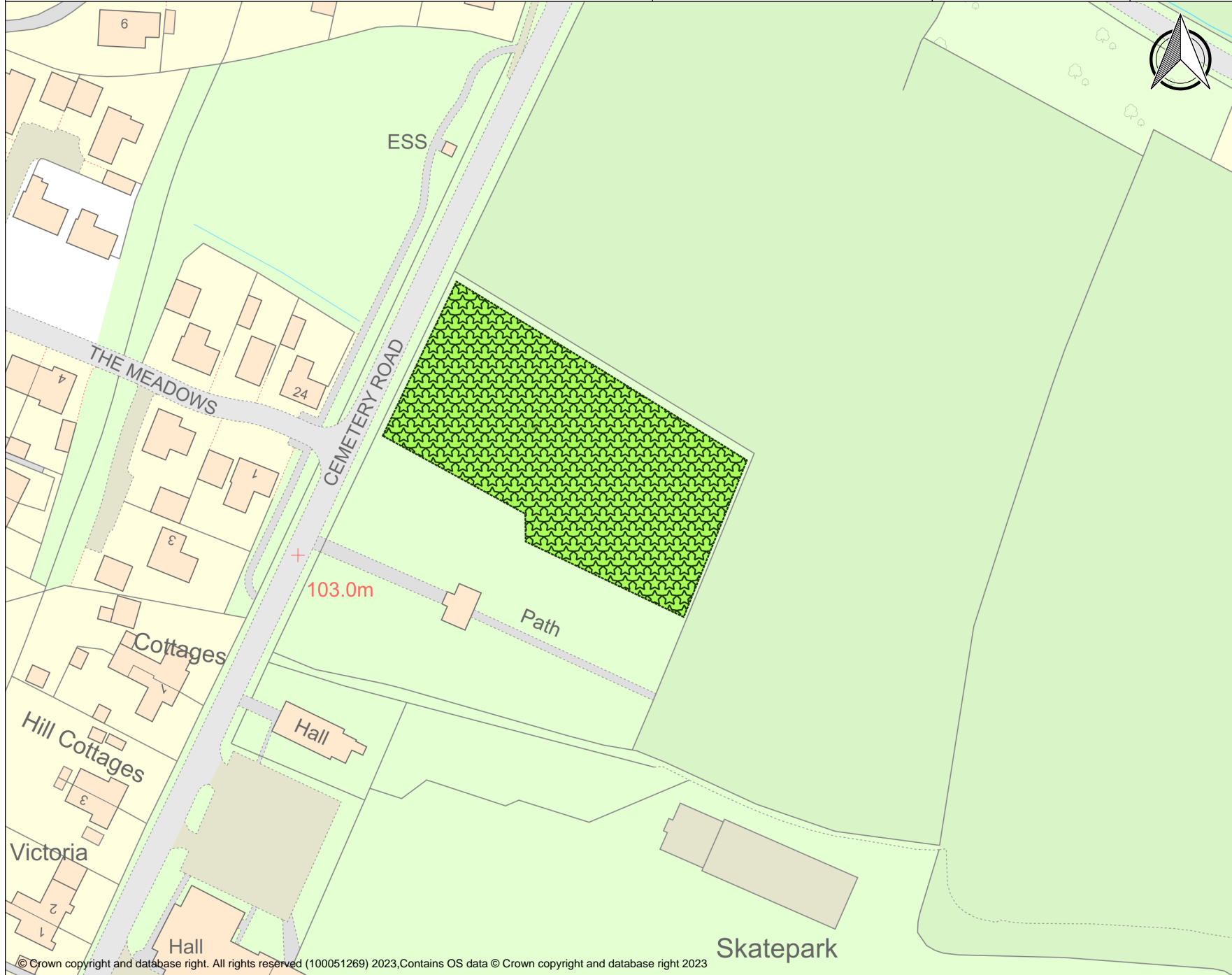


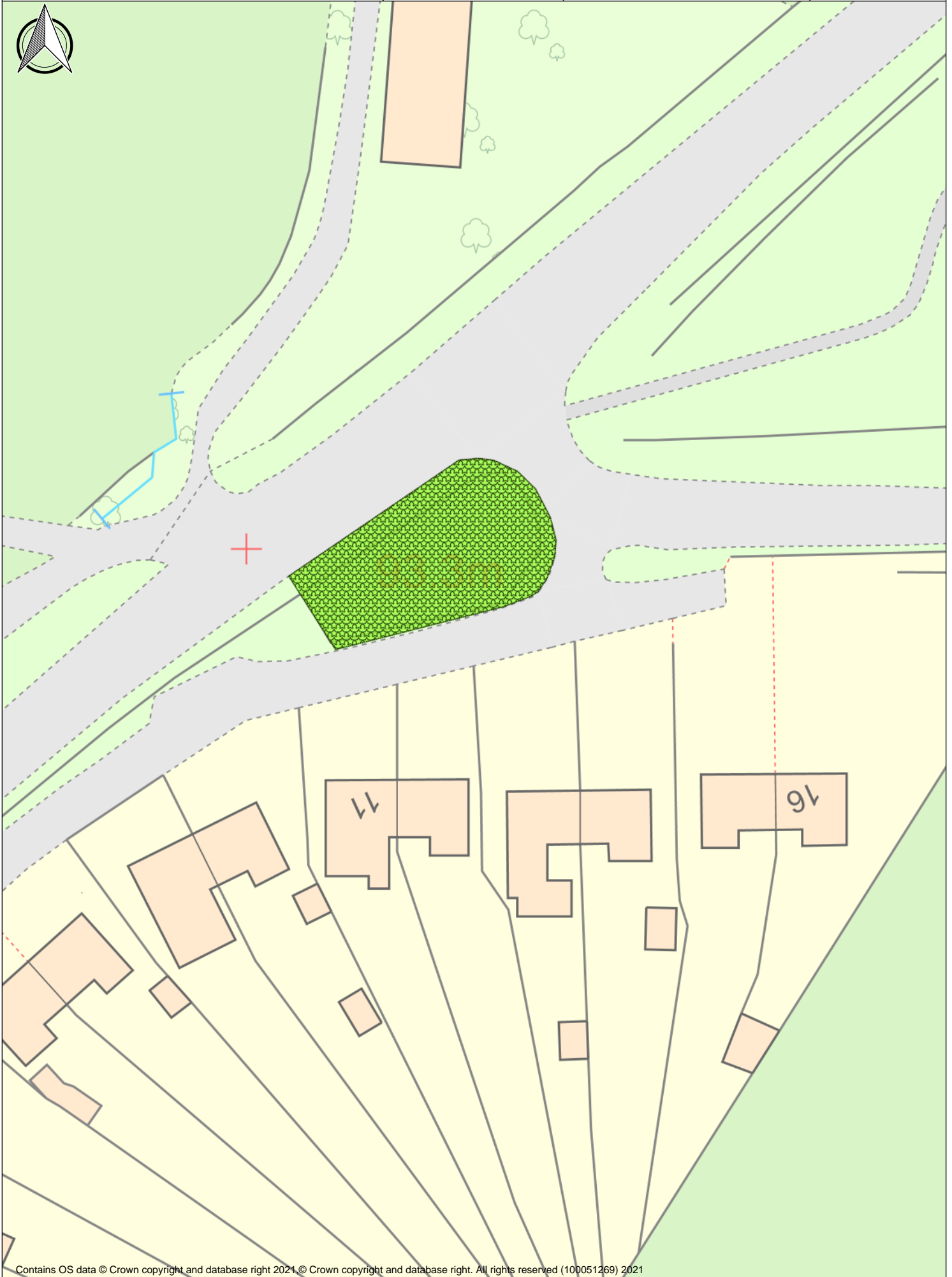
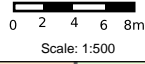


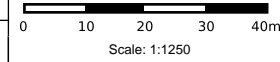
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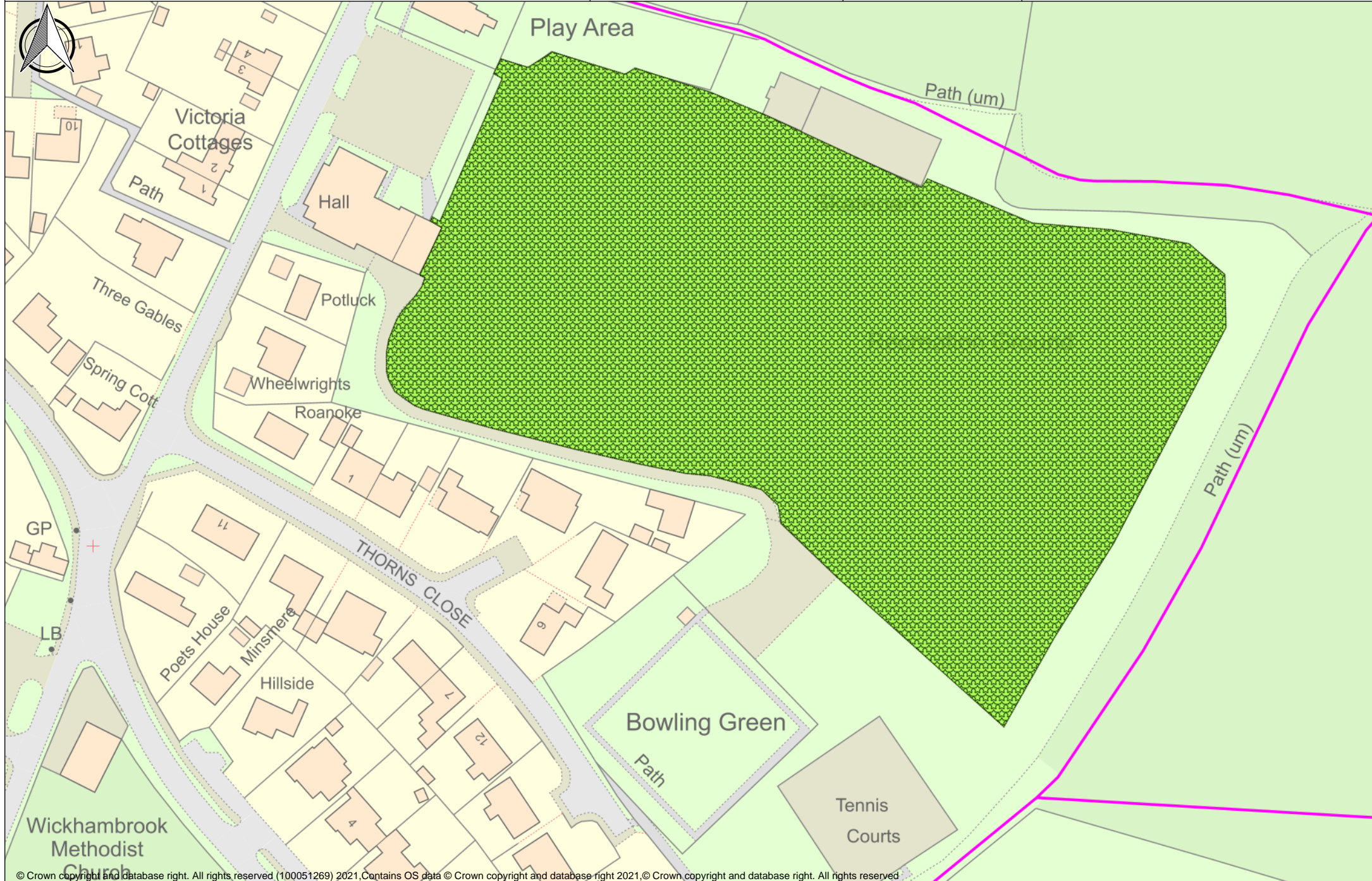












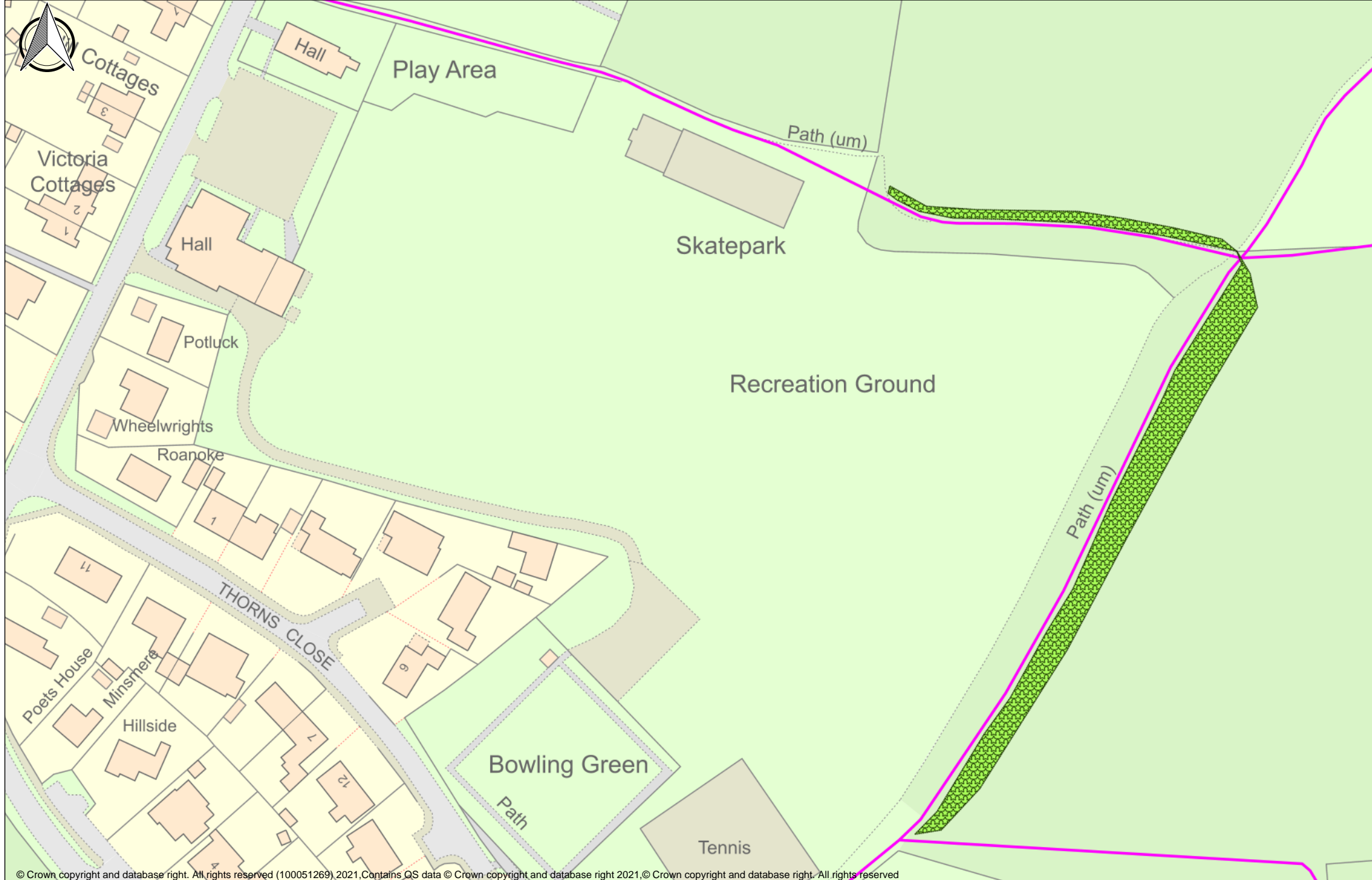


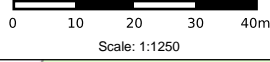
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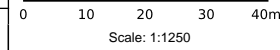






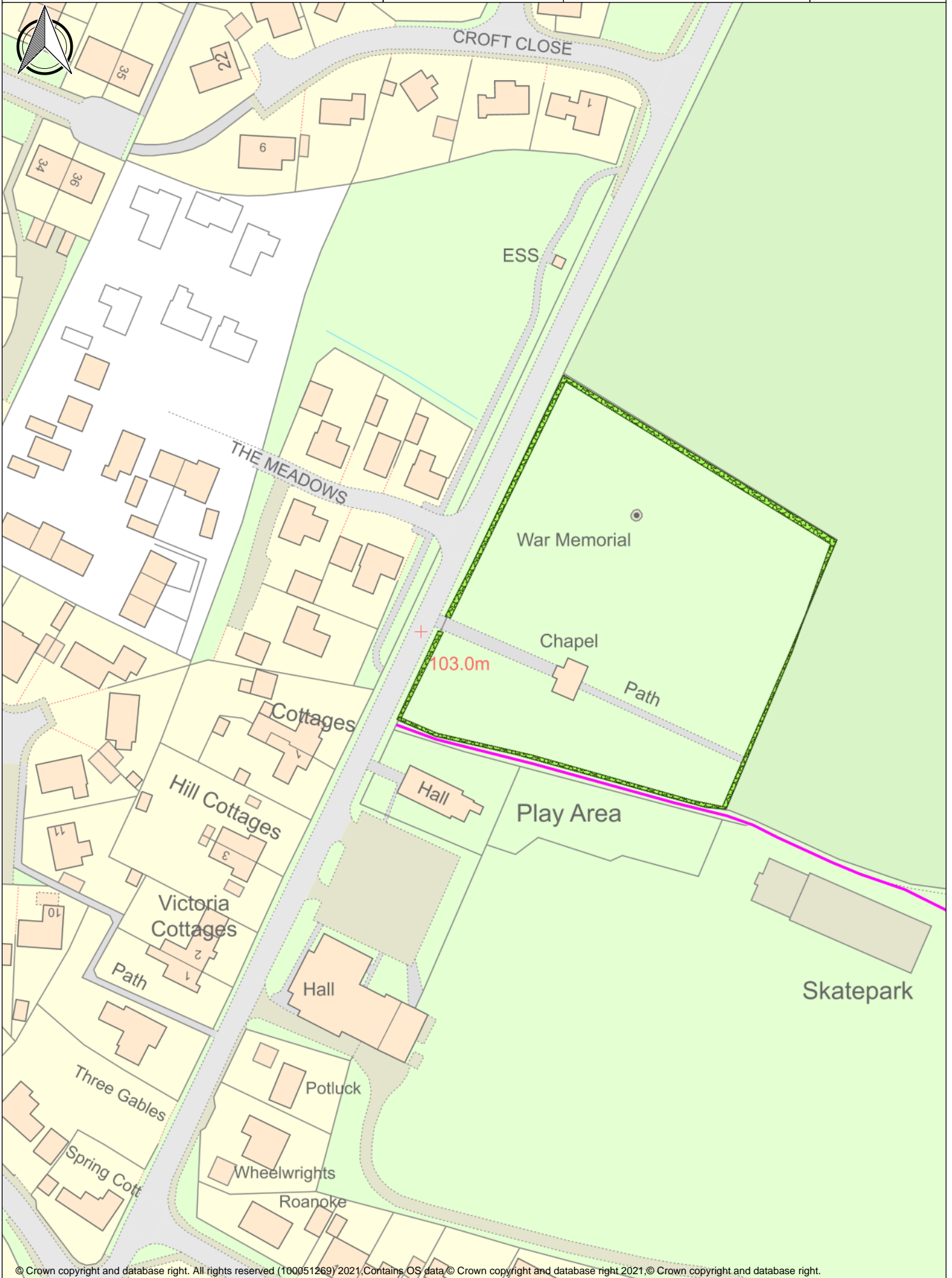
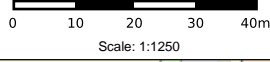
Hedges: Bounding Rec

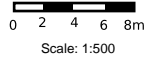
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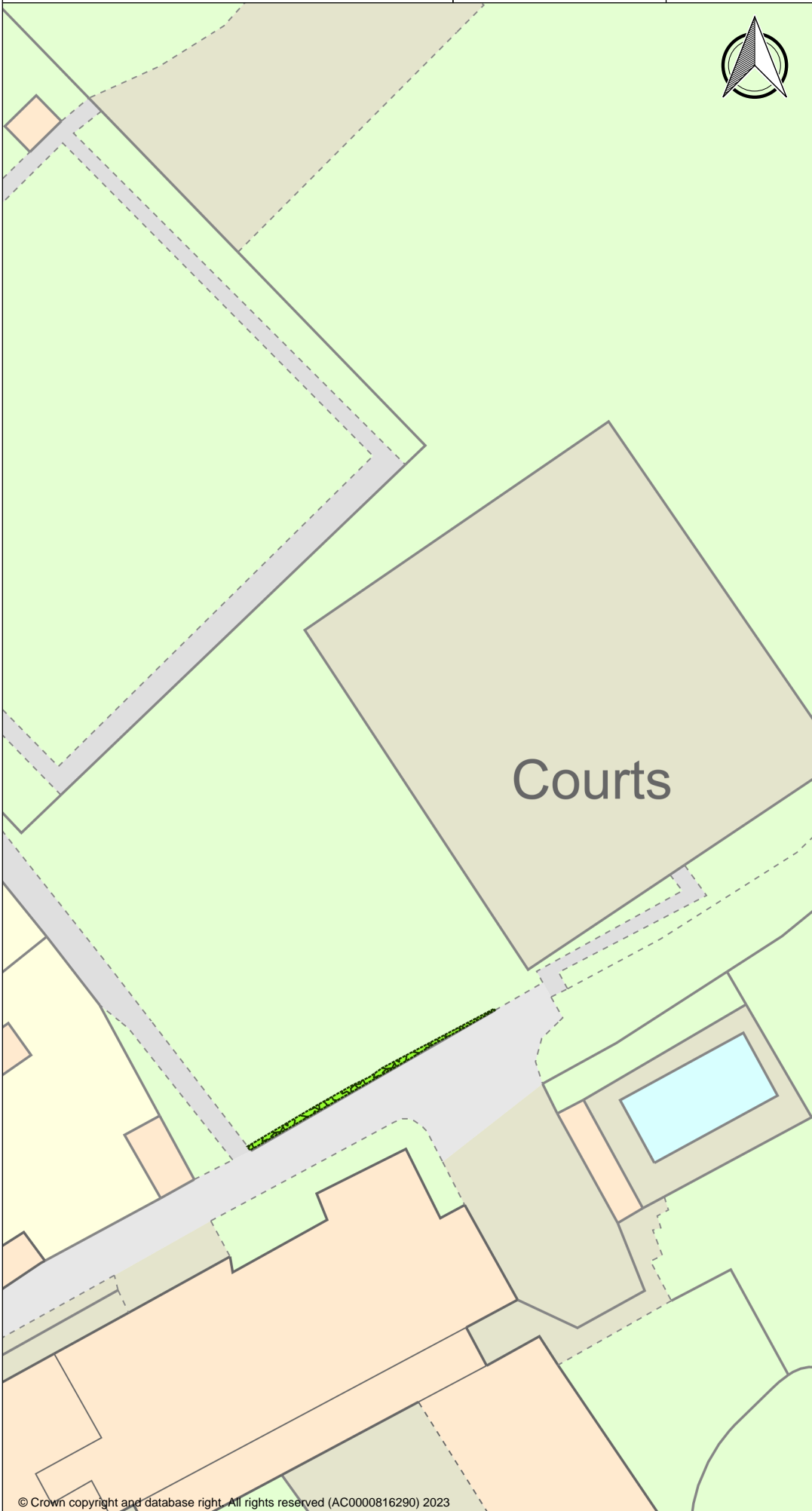
Date: 27/10/2021







Grass Cutting



Courts

