



## GELDESTON PARISH COUNCIL

### Working Party Notes

### Virtual

**15<sup>th</sup> December 2021 7.30pm**

Parish Councillors present: I. Ansell (chairman), J. Hayward, and A. Wade.

- 1 To discuss the specification for grass cutting.** Cllrs Crowfoot and Wade met to discuss the Specification for Grass Cutting and ground Maintenance, document attached at the end of the notes.

The Designated areas were decided upon, after a lengthy discussion as:

- The Clumps, cut monthly.
- The Village Green, cut monthly.
- The playing field, cut monthly.
- The play area, cut fortnightly as required.

Trimming of the hedges and bushes:

- Around the fields.
- Around the Village Green.
- Around the Clumps.

All above will be done yearly.

- 2 To discuss the fencing quotes:** Cllr Wade provided Project quotes for all the fencing needed and the tree/hedge work. These quotes are also attached at the end of the notes.

After some discussion the agreement to move forward for the post and rail fencing, the labour, and machines to be donated by Three Rivers. Materials will be costed and supplied by LP21 Project existing funds.

The agreement for the tree and hedge work went to Hallam Tree Services (£880).

The agreement for the Boundary Fencing went to Keith Hall Contracting (£950).

During this section Cllr Ansell did not vote due to having some interests.

- 3 **To discuss the budget and precept.** The budget was not discussed as the quotes for the grass cutting and maintenance has not been obtained.

**All the above will allow us to move forward. But all will be either ratified or agreed at the Full Council Meeting.**

**Date of next parish meeting: 12<sup>th</sup> January 2022, 7.30pm in the Village Hall**

There being no more business to discuss the meeting closed at 8.30pm

## **Draft Specification for Grass cutting and ground Maintenance**

### **Scope of Works**

- cutting grassed areas
- planting and tending flower and shrub beds.
- trimming hedges and bushes
- emptying litter bins and clearing litter
- marking out sports pitches
- ensuring that play equipment is safe
- keeping footpaths and fencing for which we are responsible in good repair

### **Service, Maintenance season April to October**

#### **Grass Cutting**

- Aim to cut the grass on premium areas every 15 working days but this depends on weather conditions.
- Aim to cut grass on non premium areas every every 30 days.
- When weather conditions are unsuitable, cutting cycles to be adjusted to ensure no damage.
- Only cut wildlife, woodland and other naturalised areas of grass throughout the Parish twice a year. **Suggest April, October**

#### **Trimming hedges and bushes.**

- Only cut naturalised areas throughout the Parish once a year.
- Hedge edging border should be maintained with a maximum 60cm.

#### **Play equipment inspections.**

- All equipment to be inspected and tested once per year by a suitably qualified person.

Prepared by A Wade  
Date: 15.12.21

### **Designated Areas**

- The Clumps, naturalised area cut and tended twice a year
- The Green Project, non- premium pathways cut every 30 days.
- The Village Green, a premium area cut every 15 working days.
- Playing field, a premium area cut every 15 working days.

### **Pricing strategy.**

All scheduled work priced per frequency by area.

Add-hoc works like such as fencing & footpath repairs, planting, pitch marking, general litter and rubbish clearance, priced on request.

Prepared by A Wade  
Date: 15.12.21

Geldeston Let's Play Project Quotes

Work Packages	Red Maple Landscaping	Keith Hall Contracting Ltd	Teasel Landscaping	Notes	Three Rivers/ Bromley Homes
<b>Post and Rail Fencing</b>					
To supply and install approx 150m of 3 rails to existing posts around the play area, including wire netting to discourage climbing	£ 2,094.00	£ 2,296.54	£ 3,190.00	Cost for 150m of R13/120/8 wire netting to be added to Red Maple price. Estimate from Online £425	For the Post and Rail work they have offered labour and machines for free. With GPC playing for materials
<b>Estimate for 150m R13/120/8</b>	£ 425.00				
Replace any existing rotten/ broken, price per post	*			*Not included	
<b>Gates</b>					
Supply and install 1 12ft wide timber gate on new posts	*	£ 400.00	£ 485.00	*Included	
Supply and install 4 gate posts and hang 2 existing pedestrian gates	*	£ 523.76	£ 125.00	Gate supplied by GPC	
<b>Tree and hedges</b>					
Lift the crown and remove dead wood and remove ivy from all the pine within the fenced play area	£ 370.00	£ 880.00	£ 600.00	Hall and Teasel recommended. Sub- contractors who have priced directly. Harrison, Hallam.	
<b>Sub Total</b>	£ 2,889.00	£ 4,100.30	£ 4,400.00		

Work Packages	Red Maple Landscaping	Keith Hall Contracting Ltd	Teasel Landscaping	Notes	Three Rivers/ Bromley Homes
<b>Boundary Fencing</b>					
Supply and install approx 95m of stock fencing	£ 2,592.50	£ 950.00	£ 1,050.00	Hall Quoted two options Op2 recorded Op1 £1425.00	
<b>Grand Total</b>	<b>£ 5,481.50</b>	<b>£ 5,050.30</b>	<b>£ 5,450.00</b>		
<b>Prepared by: Andrew Wade</b>					
<b>Date: 10.12. 21</b>					