

ASHTON PARISH COUNCIL

Parish Council Tender – Grass Cutting and Grounds Maintenance

Ashton Parish Council grass cutting and grounds maintenance contract will begin in June 2026, we would like to invite you to tender. Please find enclosed the relevant information and specification to enable you to tender for these works.

Kindly tender giving a fixed cost per cut, excluding VAT.

Ashton Playing Field

- A) Grass Cut the Playing Field
- B) Grass Cutting where play equipment is located.

Ashton Green Stoke Rd

- A) Grass Cutting the Green
- B) Hedge trimming
- C) Maintaining the planted area

Village Areas

- A) Grass Cutting
- B) Hedge Trimming
- C) Weed Control (Footpath, Signs, Public Open Spaces, Under Hedges)

Please submit your quote either electronically to clerk@ashtonparishcouncil.gov.uk or hard copy to 10 Thrupp Bridge Wootton NN4 6AR **by close of business on Tuesday 7th April 2026**. Together with the following information.

- Full contact details, including email address and telephone number.
- Website address if applicable.
- Copy of public liability insurance cover details (minimum £5 million).
- Name of Ultimate Holding Company, if applicable.
- Professional accreditation/bodies, if applicable.
- Details of 2 organisations able to give references.
- Details of any other Parish Council contracts.
- What contingency provisions are in place if contractual difficulties arise?
- Is sub-contracting likely to be involved?
- If so, what portion of work will be involved?
- Details on standard terms and conditions.

Should you have any queries/questions regarding the information required please contact the Parish Clerk.

Yours sincerely



Lynn Lavender
Clerk to Ashton Parish Council

Lynn Lavender – Clerk to Aston Parish Council

10 Thrupp Bridge Wootton NN4 6AR. e:clerk@ashtonparishcouncil.gov.uk

Mob 07483548478

Ashton Parish Council
Grass Cutting and Grounds Maintenance Specification
June 2026 – May 2027 (with option to extend a further 2 years)

- 1)
 - a) Contractor to hold public liability insurance, minimum of £5 million, a copy of the current certificate to be sent to the Parish Clerk.
 - b) It is the contractor's responsibility to ensure all operatives comply with Health and Safety Procedures.
- 2) The cutting of grass on metalled link footpaths and metalled rights of way. The specification requires grass and other vegetation to be cut to ensure paths are cleared up to 2 metres in width or to the boundaries of the adjacent land, whichever is lesser. (Metalled is defined as bound or unbound hard surface i.e. any surface other than earth, gravel or grass).
- 3) All Grass cutting to be left tidy including edges and uneven surfaces.
- 4) All waste from bushes, hedges and trees that are trimmed to be disposed of safely and responsibly by the contractor.
- 5) In the April and September all manhole covers, lamp posts, telegraph poles, Highway Notice Poles and furniture to be sprayed around the base with a 2" collar of weed killer to restrict growth.
- 6) Appropriate safety certificates to be held by the contractor and its operatives and appropriate safety clothing and equipment are worn by all operatives especially whilst using weed killer.
- 7) Grass cuttings to be removed from all the footpaths so as not to endanger the public.
- 8) Grass adjacent to walls and around street furniture, safety fencing, statutory undertakers and other body apparatus (e.g. markers, phone boxes, grit bins etc) shall be cut using hand strimmer's or similar.
- 9) Strimming around the tree trunks is to be carefully executed to ensure the tree bark is not damaged.
- 10) Cuttings shall be removed from metalled surfaces such as footways and carriageways. The removal of cuttings shall be done immediately following the mowing of a particular area. (Metalled is defined as bound or unbound hard surface i.e. any surface other than earth, gravel and grass)
- 11) On all public footpaths within the Parish, where there is no grass verge, proprietary weed killer may be used or strimmed as necessary to keep the footpaths clear and tidy.

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- 12) Any weed killer used will be Environmentally friendly/non toxic.
- 13) On all footpaths where there is a grass verge, this is to be cut up to either the fence or ditch line as appropriate, using either mowing equipment or strimmers.
- 14) Please quote for the village grass cutting as follows.:
- No Cuts in January, February, November and December
 - Village areas/verges 1 cut each month March to October inclusive
 - Playing Field & Green 2 cuts each month March to October inclusive.
 - Please provide a quote for the cost of additional cuts.

Please see map of the village setting out which areas are to be cut.

- 15) All exit roads are to have verges cut 1 metre past the first/last village sign.
- 16) Should any works be deemed unsatisfactory by the Parish Council, in terms of failure for best endeavours to have been made, the contractor must remedy to the Parish Council's satisfaction within 48 hours of written notification, at the contractor's expense.

Should the Parish Council deem it necessary to cancel the contract due to the contractor's failure to provide the service required, any additional costs borne by the Parish will be recoverable from the contractor. This is to ensure the Parish Council is in a no worse situation financially had the contract not had to be cancelled.

- 17) This contract is for a fixed price contract commencing June 2026 and expiring May 2027 with the option to extend to a further two years after this.

The Parish Council expect the contract to run for 3 years however, should there be a need to terminate this early, there will be a 3 month notice period from either the contractor or Parish Council from the date on the letter of notice.

- 18) All invoices to be rendered monthly. Payment will be paid at the end of the month following the month of the invoice.
- 19) All contractors are expected to inspect and walk through the village to satisfy themselves of the extent of the work to be done before quoting.
- 20) Ashton Parish Council shall not be responsible for or pay any losses or expenses which may be incurred by Tenderer in the preparation and submission of their Tender, including (but not limited to) the attendance at any pre or post tender meetings, the delivery of any presentations by the Tenderer to the Parish Council in relation to their proposal, site visit or other negotiations.
- 21) Ashton Parish Council will not accept claims for additional charges relating to the work made by the quote after acceptance of the quote if, in the reasonable opinion of the Council, such additional charges should have been established by proper inspection of the contract documentation prior to tendering.

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