

Newick Parish Council - Specification for grounds maintenance/grass cutting contract

The contract will cover grass cutting and grounds maintenance for several different areas:-

- 1) **The Green – see areas outlined in red on map 1**
- 2) **Open Spaces within the estate (Ashdown View Development) – see areas outlined in blue on map 2. These areas are to be designated wild flower meadows**
- 3) **Newick Village Hall – the grass area to the front of the hall and the bank next to the car park behind the hall**
- 4) **King George V Playing Field – see darker green area on map 3**
- 5) **East Sussex County Council Highway Verges within village – see shaded areas on maps 4 and 5**

Contractor to provide:-

1. Summary of company structure and how long it has been trading
2. Evidence of financial stability (copy accounts etc.)
3. Trade qualifications held (all operatives involved in mowing highway verges must be NRSWA qualified).
4. Details of public liability insurance (£10million) and Employer's Liability Insurance
5. Health & Safety Policy
6. Risk Assessments
7. Experience of similar work
8. Contact details of clients who can be approached for references

Terms of Contract

Three year contract commencing 1st April 2026 with annual reviews

A single point of contact to be identified for resolution of any problems which arise during contract period.

All undisputed invoices to be paid within 30 days.

The Green

Work required	Frequency	Notes
Mowing	18 cuts per annum (please give price per cut)	Do not mow strip beside A272 until crocus bulbs have finished flowering No grass to be left on pavements Triangle around memorial stone is maintained by NEASSA
Strimming	18 times per annum (please give price per trim)	To be done at same time as mowing
Apply organic fertiliser & seed	Once during season	
Scarify and roll	Once during season	
Community Centre Hedge	Twice a year	<i>Not to be cut until after 30th July when birds have finished nesting</i>

Open spaces within the estate

Work required	Frequency	Notes
Mowing of the 4 larger green spaces as outlined in map 2	<i>1 cut per annum in July with the option to have two additional cuts at additional cost (one in Spring and one in Autumn).</i>	See map 2 Cut one to be done in July. All arisings to be raked up and removed. Councillors will survey sites instruct additional cut/s if deemed necessary. Please list this as a separate, additional costing. Please note this is subject to change and the October Parish Council meeting will decide the approach for these 4 green spaces.
Mowing	8 cuts per annum.	Verges between pavements and roads No grass to be left on pavements. 1 metre strip to be left on edges of Wildflower areas and around benches. Leave the strip from Church Road to Oldaker where the daffodils have been planted until they have died down, probably the first week in June.
Strimming	8 times per annum	To be done at same time as mowing
Trimming back of hedges, shrubs & brambles	Once in autumn/winter	

Newick Village Hall – Grassed area at the front and to the side of the hall

Work required	Frequency	Notes
Mowing	12 cuts per annum	Including the bank behind the village hall car park
Strimming	12 times per annum	To be done at same time as mowing

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King George V Playing Field

(N.B. Not Manwaring Robertson Field as this is maintained by Newick Rugby Club)

Work required	Frequency	Notes
Gang mow	Weekly during growing season 24 per annum	To be done on a Thursday or Friday Cricket square is maintained separately by contractor engaged by Newick Cricket Club
Mow surrounds	6 cuts per annum	
Supply and apply organic fertiliser	Twice each year - once in spring and once in autumn	Whole playing field except cricket square
Renovate goal mouths	Once at end of football season	Cultivate and overseed all bare and thin areas including importing and spreading top soil to low areas and suppling and applying a suitable grass seed mixture. Protect area until new grass has established
Harrow and roll	Once in spring	To be done between the end of the football season and the start of the cricket season
Weed Spray	April/May with follow up spray 6 weeks later if required	Whole playing field except cricket square. Chemical sprays must meet the recommendations and standards for public recreation grounds
Deep slit	5 per annum Monthly over winter period	
Trim hedges	Twice during growing season – e.g. early August and November/December (Please give price per cut) Once in late March:- As necessary during growing season	Hedges along boundary of recreation ground as shown on plan Remove and dispose of cuttings Cutting back lower part of hedge along northern boundary to help with retrieval of lost cricket balls Trim back any protruding brambles & nettles at the rear of fenced play area Contractor must advise Clerk when the hedge is being cut running behind the residences at Allington Place as they are sensitive to this work being done.

ESCC Highway Verges (red shaded on map 4/5 and twitten map 6)

Work required	Frequency	Notes	
Mow highway verges within village	8 cuts per annum	Areas shown on Maps 4 and 5.	No grass cuttings to be left on pavement or in gutters
Strim edges of highway verges	8 times per annum	To be done at same time as mowing	
Cut verges alongside A272	6 cuts per annum	Area shown on map 4 and 5	No grass cuttings to be left on pavement or in gutters
Strim edges of highway verges	6 times per annum	To be done at same time as mowing	
Mow and strim edges of twittens	6 times per annum	All twittens including stinging nettles	No grass cuttings to be left on footpath. See Map 6 for twitten locations.