



## **GROUND'S MAINTENANCE & PLANTING CONTRACTS**

### **FOR 2024/2025, 2025/2026 and 2026/2027**

To enable Seaton Town Council to make adequate provision for grounds maintenance and planting requirements in the financial years 2024/25, 2025/26 and 2026/27, you are invited to submit a quotation for the following contract, pricing each section individually. You should be aware that your prices should remain firm from 1<sup>st</sup> April 2024 until 31<sup>st</sup> March, 2027. However, these will increase in line with RPI Index or inflation.

**Expressions of interest/request for tender details must be received by Thursday, 21 December at 12pm. No further enquiries will be accepted after that time.**

**All tenders, along with a copy of the tender's public liability insurance, are to be delivered to the offices of Seaton Town Council in a sealed envelope marked "TENDER", and addressed to the Town Clerk, by no later than 5pm on Thursday, 4 January 2024.**

#### **Section 1 – Cliff Field Gardens**

To cut all grassed areas, including boules area, on approximately fifteen occasions at regular intervals; to re-define grass edgings around the shrubbery beds, maintaining a clean-cut edge throughout the year; to chemically treat pathways twice annually and remove weeds to keep them substantially free of weeds, ensuring that at no time any weed is at flowering stage; to prune sides and top of escallonia hedge twice annually, keeping it free of weeds and debris; to maintain height and width of western and southern boundary hedge to one metre; to inspect trees, removing ties and stakes as necessary or adjusting as appropriate, applying remedial work or removal of epicormic growth as appropriate; to prune shrubberies and clear all weeds; to supply and plant up flower beds within the Gardens and those outside the south eastern gate in summer with bedding plants, clear and plant in autumn with bulbs, maintaining weed-free beds at all times; to maintain clean edges around all obstacles and trees; to maintain clean and tidy edges to pathways clear of wooden edged strip; to remove dead leaves from cordyline copse weekly; to treat broadleaved weeds in grass with selective herbicide during middle/end of October; to dress beds with recycled bulky organic material in the autumn to an average depth of 75mm; to meet with an Officer of the Council fortnightly during the growing season and regularly thereafter, to discuss management of the Gardens.

No burning of materials on site will be permitted; no storage of horticultural debris on site will be permitted except in a 1100 litre horticultural wheelie bin for removal to a registered recycling/disposal site by licensed handlers.

#### **Labyrinth**

To cut grassed paths within the Labyrinth area ensuring the integrity of stone pathways is not compromised, maintaining the defined edges between grass and stone areas.



### **Section 2 – The Underfleet**

Mowing and strimming of grass. Mow play area and strim perimeter of the play area approximately fifteen cuts per season at regular intervals and remove cuttings; chemically treat all fence lines twice annually using certified operators; strim fence line three times during the season at regular intervals; flail mow, leaf blow and clear the mini football pitch outfields to fenced off boundaries and ditches ten times during the season at regular intervals; maintain trimmed hedges from contractors' gate, west and north to fencing adjacent to footpath on both sides to post height; cut all grass in play area and football pitch as necessary.

### **Section 3 – The Underfleet Footpath**

Maintain a clean and tidy hedgerow running from the north side of the Underfleet footpath adjacent to the play area, up to Hillymead, four times a year in May, July (early in the month), September and December. Tidy up area, removing debris and any observed rubbish and litter, four times a year at regular intervals. Maintain pathway both sides and hedges to control blackthorn to wire fencing on Marshes side of the footpath in a clean condition, removing all weeds, dirt and earth. Chemically treat fence line twice per year in the growing season. Undertake two leaf clearances a year in October and December.

### **Section 4 – Seaton Down Hill**

Cut all grassed areas of picnic site from pathway south/east of copse, including around benches; cut around flower bed on western corner of A3052; strim all edges across site; leaf blow once a fortnight; hedge cut one side only twice a year and maintain trees.

### **Section 5 – Elizabeth Road Playing Fields and Play Area**

Cut grass approximately fifteen times per year, keeping all edges strimmed, leaf blow and hedge cut as necessary.

### **Section 6 – Allotments Site, Barnards Hill Lane, Seaton**

To flail mow the unused area of the top ground four times a year, or as required; to clear the ditch within the allotment site running from above Plot 31 down to Plot 49 as shown on the map, four times a year; to cut and maintain the outside, inside and top of the hedge twice a year, from the top gate to the bottom gate in Barnards Hill Lane, as well as all other inside hedges, those which cannot be reached by tractor to be cut using power hedge cutters; to cut the verge on the allotment side of the road from the top to the bottom gates; to meet with an Officer of the Council prior to undertaking any maintenance work.

### **Section 7 – List of All Hanging Baskets, Flower Beds and Tubs for Summer and Winter Bedding**

We require a supply of approximately 10,000 plants and/or shrubs or other plants for planting at the locations detailed in the schedule below. Planting is with a view, where possible, to reduce day to day maintenance and management of flowering plants, especially in the summer months. All tubs and baskets are provided.



### Schedule of Planting Containers and Locations

Container/Planter Type	Number	Location
<b>Baskets</b>	<b>x 32</b>	<b>The Underfleet</b>
	<b>x 12</b>	<b>Fisherman's Gap/Roundabout</b>
	<b>x 9</b>	<b>The Square</b>
	<b>x 3</b>	<b>Marshlands</b>
	<b>x 10</b>	<b>Windsor Gardens, Cross Street</b>
	<b>x 4</b>	<b>Queen Street (Beer Road junction)</b>
	<b>x 4</b>	<b>Bottom, Fore Street</b>
	<b>x 3</b>	<b>Marshlands, Harbour Road</b>
	<b>x 8</b>	<b>Esplanade</b>
<b>3 Tier Containers</b>	<b>x 1</b>	<b>Royal Mail Sorting Office, Queen Street</b>
	<b>x 2</b>	<b>The Square</b>
	<b>x 1</b>	<b>Esplanade</b>
<b>Large Floor Containers</b>	<b>x 4</b>	<b>Esplanade</b>
	<b>x 3</b>	<b>Queen Street</b>
	<b>x 1</b>	<b>Moridunum</b>
	<b>x 1</b>	<b>Aldi Car Park</b>
	<b>x 1</b>	<b>Lloyds Pharmacy, Queen Street</b>
<b>Stone Troughs – Extra Large</b>	<b>x 1</b>	<b>Clapps Lane</b>
	<b>x 1</b>	<b>Royal Mail Sorting Office, Queen Street</b>
	<b>x 2</b>	<b>Esplanade</b>
<b>Round Stone/Concrete Containers</b>	<b>x 4</b>	<b>Cross Street</b>
	<b>x 3</b>	<b>The Square</b>
	<b>x 3</b>	<b>Royal Mail Sorting Office, Queen Street</b>
<b>Long Black Troughs</b>	<b>x 32</b>	<b>The Esplanade</b>
<b>Stone/Brick Troughs</b>	<b>x 1</b>	<b>The Long Bed, The Esplanade</b>
	<b>x 1</b>	<b>Anchor Bed, Esplanade</b>
	<b>x 1</b>	<b>Rowing Boat, Fisherman's Gap</b>
	<b>x 1</b>	<b>near Axe Yacht Club</b>



	<b>x 1</b>	<b>Cliff Field Gardens (Inside)</b>
	<b>x 5</b>	<b>Roundabout, Fisherman's Gap</b>
	<b>x 6</b>	<b>Town Hall, Fore Street</b>
<b>Wooden Planter</b>	<b>x 1</b>	<b>Under ledge of Boots, nr Zebra Crossing, Harbour Road</b>
<b>Wooden Barrel Planter</b>	<b>x 4</b>	<b>Marshlands</b>
	<b>x 6</b>	<b>Fisherman's Gap</b>
<b>Marshlands</b>	<b>x 1</b>	<b>Raised Beds, Seafront facing garden</b>
<b>Fish Feature</b>	<b>x 2</b>	<b>Raised Beds, Seafront facing garden</b>

## **GENERAL CONDITIONS**

Contractors will be expected to provide, along with their tender prices, copies of their risk assessment, certificates for spraying, evidence of horticultural competence and a copy of their public liability insurance certificate.

It is the duty of all contractors, their employees and sub-contractors, to be aware of their individual responsibilities under the Health & Safety at Work (etc.) Act 1974 to ensure, as is reasonable and practicable, that they provide and maintain safe and healthy working conditions, equipment and systems of work and to provide such information, training and supervision as they need for this purpose. Contractors should carry Public Liability Insurance of not less than £10,000,000 and understand that they accept responsibility for the health and safety of members of the public who may be affected by their activities.

In the event of any contractor failing to fulfil part of the contract, the Council reserves the right to have the outstanding work done at the charge of the Contractor. Contractors will be responsible for locking and securing any facilities/grounds for which they have been provided with a key, immediately on completion of all visits.

This is a three-year contract to carry out all work as per contract. However, the Council reserves the right to terminate this agreement, should you:

1. Fail to comply with the terms and agreement of the contract.
2. If you become deemed unfit for work by a General Practitioner.
3. If you are declared bankrupt or receive a criminal conviction.

The Council may, from time to time, ask/instruct you to carry out work which may not be mentioned in this contract. However, as this is deemed additional work you will be remunerated for this work subject to prior agreement with either the Council or the Town Clerk.



Signed on behalf of  
contractor.....

Name of company.....

Date.....