**Little Chalfont Parish Council**

**Specification for the provision of services devolved by Bucks County Council**

**1 April 2022 – 31 March 2025**

1. **Buckinghamshire County Council – Services required as part of devolution (scoping document)**

This document lists the key tasks required under the programme. For ease of reference this document is attached together with a copy of the document entitled “First Schedule”, prepared by BCC, which should be read in conjunction with the scoping document.

1. **Key tasks**
2. **Urban grass cutting**:

A minimum of six cuts will be undertaken of all verges from April – September. The verges are marked on the attached map, broadly covering all areas of up to 30 mph.

1. Additional cuts will only be undertaken after consultation and agreement with the Parish Clerk depending on growing conditions.
2. Similarly, in drought situations, the number of cuts will be reduced and replacement activities will be agreed with the Parish Clerk.
3. Where it is clear from visual inspection that some verges have been regularly cut by residents, then these will be excluded.
4. Inspection of the verges will take place while cutting, for example encroachment on the footway. Any problems will be discussed with the Parish Clerk and dealt with on an adhoc basis.
5. The following verges in the village centre will have an increased number of cuts:
6. Chenies Parade long verge adjacent to the A404 – to be cut every two weeks when the grass is growing.
7. Verges at Nightingales Corner (area outside the chemist and at the top end of Cokes Lane outside the shops and flats) – to be cut every two weeks when the grass is growing.
8. Half moon shaped verge at top of Burtons Lane next to the Village Green – to be cut every week when the grass is growing or to remove fallen leaves e.t.c.
9. The above schedules will be reviewed with the Parish Clerk on a monthly basis or as necessary.
10. **Minimum standards required:**

Information on traffic signs is legible to oncoming road users. Cuttings must be left to mulch on the roadside, disposed of commercially or composted in the community. They must not be taken to the local household site.

1. **Footpaths and Rights of Way**
2. A map of all Rights of Way in Little Chalfont will be provided. Priority will be given to the paths identified, together with the footways linking Sandycroft Road and Elizabeth Avenue. An assessment of the footpaths will take place with the Parish Clerk in the early summer.
3. Other paths to be cut will be advised by the Parish Clerk during the course of the agreement.
4. **Minimum standards:** Rights of way are accessible for pedestrians. Legal minimum width is 1.5 metres for public footpath and 3 metres for a public bridleway.
5. **Siding out**
6. Siding out of overgrown footways including trimming of vegetation obstructing footways and preventing the encroachment of verge soil and growth onto the footway in consultation with the Parish Clerk when council responsibility.
7. Previous experience indicates that the areas requiring most attention in this respect are along the A404.
8. Therefore the stretch running from Oakington Avenue into the village centre under the railway bridge will receive priority together with the cycle lane area on White Lion Road and the verges opposite.
9. Other areas will be by agreement.
10. **Minimum standard:** Access for all pedestrian users is maintained along the footpath.
11. **Other Activities (Weed killing, area maintenance and hedging etc)**
12. **Weed killing** – Weed control of noxious and injurious types on footways and controlling the spread of weeds which can damage habits and agricultural land. These are: common ragwort, creeping thistle, field thistle, spear thistle and curled and broad leaved dock. Whilst undertaking the above activities in the specification any areas that need treatment should be identified and treated as necessary. **Minimum standards:** To maintain green cover and protect habitats. Do not apply herbicide within 2 metres of the centre of a hedgerow, watercourse, or field ditch or within one metre of the top of the bank of a watercourse or field ditch.
13. **Hedge cutting** – Based on BCC’s advice and previous experience, there will not be much to do in this respect. Any problem areas should be noted and reported to the Parish Clerk who will liaise with the land owner or occasionally will instruct further work if it is not possible for the landowner to undertake for any reason. **Minimum standards:** Information on traffic signs is legible to oncoming road users. Visual splays are clear.
14. **Signs** – The County Council will provide a supply of clips for signs. The contractor will look at signs in the undertaking of duties under the contract and adjust/tighten any slipped signs. The Parish Clerk will also advise on an ad hoc basis of any signs that the contractor should attend to.
15. Cleaning of signs and street furniture such as bollards will be dealt within a similar manner to iii above.
16. **Other tasks** – To be agreed on an ad hoc basis and on the basis of agreed need.
17. **Risk assessment.** An initial risk assessment will need to be provided to the Parish Clerk to cover all aspects of work under this contract.