

GROUND MAINTENANCE SCHEDULE 2025-2028	M	A	M	J	J	A	S	O	N	Estimated number of visits	YEAR 1		YEAR 2		YEAR 3		NOTES
											Price per visit	Price per annum	Price per visit	Price per annum	Price per visit	Price per annum	
CEMETERY																	
Mow and strim carefully around the memorials in the old and new section and trees	1	2	2	2	2	2	1	1		13		£ -		£ -		£ -	Mowing in March is weather dependent
E - Mow and strim the area under the avenue of trees after the bulbs and wildflowers have finished			1	2	2	2	1	1		9		£ -		£ -		£ -	Mowing in March is weather dependent
Stim and weed around the memorials in the garden of remembrance (GoR)	1	2	2	2	2	2	1	1		13		£ -		£ -		£ -	
Remove new self-seeded bushes from the graves and grass areas	1									1		£ -		£ -		£ -	
A - Cut all sides of the formal front hedge, bordering the B3400 keeping the top in a straight line and the front of the hedge pushed back level with the fence. Remove greenery/weeds under/in front of the hedge from the pavement	1								1	2		£ -		£ -		£ -	
B - Cut laurel hedge – sides and top (keeping it level)	1			1			1		1	4		£ -		£ -		£ -	
C- Cut side of hedge/trees to stop encroaching on grassed area	1								1	2		£ -		£ -		£ -	
D- Mow the wildflower bank and remove the debris							1			1		£ -		£ -		£ -	
Trim all foliage on the inside of the perimeter fence to stop it encroaching on the grass area	1								1	2		£ -		£ -		£ -	
S - Ensure the stand pipes are accessible (5 in total)	1								1	2		£ -		£ -		£ -	
Herbicide gravel paths, and all paving around the Jubilee Memorial and the Wall of Remembrance	1								1	2		£ -		£ -		£ -	
Remove any creepers from the Lynch Gate and Golden Jubilee	1								1	2		£ -		£ -		£ -	
Trim the lower branches of all of the trees on the site to allow access	1								1	2		£ -		£ -		£ -	
Clear all debris from the tarmacked paths (including moss and algae)	1								1	2		£ -		£ -		£ -	
Remove all debris, green waste and cuttings from the site	1	2	2	2	2	2	1	1		12		£ -		£ -		£ -	
SUB TOTAL												£ -		£ -		£ -	

ALLISTON WAY																	
Strim, cut or mow the grassed areas of the site up to the perimeter hedges, fence line, paths or shrubs being careful around the trees, benches and bins which includes grass on side E. All newly planted trees must be accessible.	1	1	2	2	2	2	1	1		12		£ -		£ -		£ -	
Strim, cut or mow the grassed areas inside the play areas. Strimming carefully around the seats, litter bins, fence and play equipment. Ensure the cut grass is not left on the safety surfaces	1	1	2	2	2	2	1	1		12		£ -		£ -		£ -	
Pick litter from the site including the play areas and place in the litter bins	1	1	2	2	2	2	1	1		12		£ -		£ -		£ -	

Carefully apply weed killer around the wet pour, play equipment, base of fencing, seats and litter bins			1		1		1			3		£ -		£ -		£ -	
Trim all greenery/trees inside the site that can be reached from the ground, keeping it pushed back and free from brambles that could injure people	1								1	2		£ -		£ -		£ -	
D - cut the beech hedge, recreation ground side and top only in a straight line. The height is determined by the lowest point annually or agreed with the Town Clerk	1								1	2		£ -		£ -		£ -	
Remove all debris, green waste and cuttings from the site	1	1	2	2	2	2	1	1		12		£ -		£ -		£ -	
C - clear the nettles, grass and bramble re-growth		1		1	1		1		1	5		£ -		£ -		£ -	
A - leave 1m uncut grass from neighbouring borders for biodiversity and cut in the autumn									1			£ -		£ -		£ -	
B - leave grass uncut under lime trees for biodiversity and cut in the autumn									1			£ -		£ -		£ -	
F - Prune elder bush (down to 2m)									1			£ -		£ -		£ -	
SUB TOTAL												£ -		£ -		£ -	

KINGSLEY PARK																	
Strim, cut or mow the grassed areas of the site keeping greenery pushed back. Strimming carefully around the seats, litter bins, play area surfaces and trees	1	1	2	2	2	2	1	1		12		£ -		£ -		£ -	
Stim, cut or mow up to all of the perimeter hedge, fence lines or area being left uncut (g) ensuring that all newly planted trees are accessible at all times. The edge should be "wavy informal".	1	1	2	2	2	2	1	1		12		£ -		£ -		£ -	
Pick litter from the site including the play areas and place in the litter bin	1	1	2	2	2	2	1	1		12		£ -		£ -		£ -	
D - Minimal maintenance is carried out here at the request of residents backing on the area. Maintain informal boundary shrubberies/hedges, according to the management plan, i.e. coppicing hazels on a 5 year rota, keeping shrubs back from encroaching on the grass and around newly planted trees.	1									1		£ -		£ -		£ -	
E - Maintain informal boundary shrubberies/hedges, according to the management plan, i.e. coppicing hazels on a phased rotation, e.g. 5 year rota, keeping shrubs back from encroaching on the grass and around newly planted trees. Hazels should not be left to grow taller than 4-5m.	1									1		£ -		£ -		£ -	
F- Create and maintain a 1m wide path from neighbouring fences and chip arisings onto it.	1									1		£ -		£ -		£ -	
G - Leave a 1m strip of uncut grass to encourage a longer sward and botanical diversity												£ -		£ -		£ -	
A - Cut hedge side and top backing on to gardens in a straight, level line	1								1	2		£ -		£ -		£ -	
B - Strim, cut or mow the grass in the new play area taking care not to damage the safety surface, bin and benches. Remove cuttings from the safety surface.	1	1	2	2	2	2	1	1		12		£ -		£ -		£ -	
C - Trim the lower branches of the trees to allow access	1								1	2		£ -		£ -		£ -	
Remove all debris, green waste and cuttings from the site	1	1	2	2	2	2	1	1		12		£ -		£ -		£ -	
SUB TOTAL												£ -		£ -		£ -	

HARRY GILBERT ALLOTMENT SITE																
E - Trim the hedge in the community plot once established	1								1	2		£ -		£ -		£ -
B - Trim all foliage that over-hangs the inside perimeter of the site	1						1		1	2		£ -		£ -		£ -
Mow the main path and all offshoots to the ends of the site	1	1	1	1	1	1	1	1		8		£ -		£ -		£ -
A - maintain the laurel to ensure it doesn't encroach into the site, keeping it back and low	1							1		2		£ -		£ -		£ -
C - Maintain the vegetation/ biodiversity area to ensure they do not encroach more than 2m from the fence line into the site	1						1		1	3		£ -		£ -		£ -
D- Cut the top and allotment side of the hedge bordering neighbouring properties	1									1		£ -		£ -		£ -
Remove all debris, green waste and cuttings from the site	1	1	1	1	1	1	1	1		8		£ -		£ -		£ -
SUB TOTAL												£ -		£ -		£ -
TOTAL													£ -		£ -	0

Works to be carried out twice a month should generally be carried out during weeks 1 and 3. The minimum gap should be 14 days between visits.

It is suggested that the contractor visits the site in March to review any changes to the site and then reports any concerns to the Town Clerk. The Town Clerk is available to attend this visit if requested.