



Woodbridge Town Council

Mowing/ grass care in Woodridge – Request for quotations.

Introduction

Woodbridge Town Council (WTC) are seeking an organisation to undertake the mowing/ grass care and hedge cutting of three sites on its estate in the Parish of Woodbridge, Suffolk. WTC are considering the grounds maintenance requirements on its estate from April 2023, and therefore seek to understand the standalone cost of the mowing/ grass care and hedge cutting on its estate.

Overview

Whilst it is expected that WTC will undertake the gardening of smaller grassed areas on the Council's estate, the mowing/ grass care and hedge cutting of Elmhurst Park, Kingston Field and Fen Meadow are expected to be beyond the mechanical capability of the Council (Mostly in terms of the ability to store and operate the machinery expected to be required for this task, as well as the removal of any cuttings).

Locations (Maps provided overleaf)

Elmhurst Park – Lime Kiln Quay Road, Woodbridge, Suffolk, IP12 1BB

One of the Towns most enjoyable attractions and an area of immense community pride and appeal, Elmhurst Park is often referred to as the jewel in the crown of Woodbridge. Elmhurst is invitingly located a short walk from both the main shopping Thoroughfare and the River Deben and is renowned for its floral colour, mature planting, high standards of maintenance, diverse events programme and wide community appeal.

This award winning park covers nearly two hectares and is attractively enclosed within boundary walls. The Park can be accessed from four entrances all suitable for wheelchairs and is equipped with level footpaths throughout.

Kingston Field – The Avenue, Woodbridge, Suffolk, IP12 4BA

Kingston Field is an area of amenity grass located close to the River Deben. The field used by Woodbridge Football Club for junior football during the football season, and Woodbridge Cricket Club occasionally use the field during the summer months. The field is open to the public at all times and regular hosts day events such as music festivals and Woodbridge regatta.

Fen Meadow – Seckford Street, Woodbridge, Suffolk, IP12 4LZ

Fen Meadow is an area of open space and is predominantly a grassland meadow which has been managed in a traditional manner, and consequently is important to maintaining local bio-diversity. It is situated to the South of Seckford Street, and is bounded by the Abbey School grounds and Woodbridge New Cemetery. The area of Fen Meadow is 2.67 hectares.

The meadow is informally split into the upper and lower meadow – the upper meadow is steep grass bank whilst the lower meadow is a complex ecosystem with a specific maintenance regime.

Elmhurst Park



Kingston Field



Fen Meadow



Mowing/ grass care and hedge cutting requirements

Elmhurst Park

There are four grassed areas in Elmhurst Park separated by the formal paths which run across the site. The mowing/ grass care requirements are as follows:

Mowing

The equipment type must be capable of cutting grass without damage to the ground surface. The Contractor will use a ride-on mower without a roller for the operation of grass mowing, removing the grass cuttings.

1 – Main sward – The main/ central sward is to be cut weekly during the growing season (March to November)***. The cutting height should be a minimum of 20mm and maximum of 40mm. A central area of the main sward should be left unmown between May and September as a wild area.

2 – Play area – The play area is to be cut weekly during the growing season (March to November)***, with the contractor strimming the area at other times if this is required. The cutting height should be a minimum of 30mm and maximum of 50mm

3 – Spinney – The grass between the trees is to be cut weekly during the growing season (March to November)***, with the contractor strimming the area at other times if this is required. The cutting height should be a minimum of 30mm and maximum of 50mm

4 – Bandstand – The grass around the bandstand is to be cut weekly during the growing season (March to November)*** with the contractor strimming the area at other times if this is required. The cutting height should be a minimum of 30mm and maximum of 50mm

*** During the hot summer months, it might not be necessary to cut the grass weekly – this can be agreed with the Town Clerk.

Grass care

Lawned areas must be scarified once a year and fed in spring and summer.

Hedge cutting

There is an internal hedge which provides a boundary between the main sward and bandstand areas of the park - this should be pruned twice per year, once in the spring and once in the autumn, outside of the bird nesting season.

Access to Elmhurst Park is via Lime Kiln Quay Road directly onto the main sward.

Kingston Field

Kingston Field is solely laid to grass aside from a few areas of astroturf and pathway. As the field is both used by local sports clubs and as a public amenity, the grass cutting season normally extends all year round with a weekly cut from March to November (weather and ground conditions permitting) and thereafter as required.

The equipment type must be capable of cutting grass without damage to the ground surface. The Contractor will use a ride-on mower without a roller for the operation of grass mowing, removing the grass cuttings. The cutting height should be a minimum of 30mm and maximum of 50mm.

The area inside the fenced play area is not included within this tender.

Grass care

Lawned areas must be scarified once a year and fed in spring and summer.

Hedge cutting

Hedge cutting will be carried out twice per year, with a mid-summer (late July) and autumn (October/ November) cut of the hedges on the northeast and southwest boundaries (as shown in red below), outside of the bird nesting season.

Only the field and top side of the southwest hedge is required to be cut.



Access to Kingston Field is via a locked gate north west corner of the park – keys will be supplied.

Fen Meadow

Fen Meadow presents a more unique challenge due to the Council's desire to manage this site as both an area of amenity grass and as a wildflower meadow.

Upper Meadow

The upper meadow is an area of sloping grass which is used for little more than a path (and for sledging in the winter!). It is expected that a monthly cut during the growing season will be sufficient. The equipment type must be capable of cutting grass without damage to the ground surface. The Contractor will use a ride-on mower without a roller for the operation of grass mowing, removing the grass cuttings.

Lower Meadow

The lower meadow has three distinctive areas which require different management regimes.

1 – Amenity grass area (Yellow) – The middle part of the Fen is used by day to days users, dog walkers and for informal sports, and is to be treated as an area of amenity grass. Whilst it does not require the same cutting frequency as Kingston Field, during the growing season (April – September, other times it might be too wet to get onto the field), a cut to 50mm every two-three weeks would be required.

2 – Orchid growing area (Blue) – Fen Meadow is home to the Southern marsh orchid. These areas require two cuts per year to ensure the ideal conditions for the orchids to grow. The first cut should be in early spring, likely undertaken with strimmer's if the ground is too wet to access with a vehicle. The second cut will be in late September, including the removal of any saplings or other herbaceous plants which have grown up. All arisings must be removed to ensure a mulched layer isn't encouraged.

3 – Nettle area (Red) – An area south of the play area is colonised by nettles and other herbaceous plants. The ground in this area is extremely boggy and it recommended that the nettles are cut before the end of September to ensure any vehicles required can access the site without becoming stuck. All nettles and annual growth in the area should be cut to the ground and removed from the Fen.



Grass care

Lawned areas must be scarified once a year and fed in spring and summer.

Hedge cutting

Hedge cutting will be carried out twice per year, with a Summer and Winter cut on the hedge adjacent to Seckford Street and once per year with a Winter cut on the hedge adjacent to Fen Walk, as shown overleaf.



There is separate vehicular access to both the upper and lower Fen.

General requirements

All arisings (grass cuttings and hedging material) must be collected and removed from site and recycled at a recognised green waste site.

The Contractor will maintain aesthetic uniformity of all hedges by removing "alien" species in monoculture hedges and removing or reducing those species which are detrimental to the overall effect of the hedge.

Interested parties

Woodbridge Town Council are seeking a contractor to undertake the above detailed work from April 1st 2023, for an initial period of three years.

Contractors are welcome to arrange a site visit with the Town Clerk, Mr Greg Diaper, who can be contacted via email – townclerk@woodbridge-suffolk.gov.uk.

Tender submissions should be submitted to the email address above, providing a detailed year one costing and likely increases in years two and three.

The closing date for responses to be received is Friday 30th September.