



PORINGLAND PARISH COUNCIL

Poringland Community Centre, Overtons Way, Poringland, Norfolk, NR14 7WB
Tel: 01508 492182 Email: clerk@poringland-pc.gov.uk
Web: www.poringlandparishcouncil.gov.uk
Clerk to the Council: Mrs Faye LeBon *FdA*

Dear Contractor,

Please find attached the contract specifications for the 'Large Areas' part of the Poringland Parish Council grounds maintenance contract.

The price should be broken down between the two areas, but the contract will be let for both together.

This year, as part of the contract, the Parish Council would like to be notified of works completed at every visit. An example spreadsheet has been provided for this purpose. This should be completed and emailed to clerk@poringland-pc.gov.uk a maximum of two days after each village.

If you have any queries about any aspect of these works, please do not hesitate to contact me.

The tender document is enclosed on the final page and this should be returned to me by **TUESDAY 14th DECEMBER**

Yours sincerely

Faye LeBon

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Clerk to Poringland Parish Council



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Poringland Mulberry Village Green Grass Cutting 2022 Season

Site address:

Mulberry Village Green
Behind Community Centre
Overtons Way
Poringland
Norfolk
NR14 7WB

Duration of contract: 1st April 2022 to 31st March 2023

Mulberry Village Green

1. Harrow and roll in spring.
2. Gangmow 17 times during the growing season, including The Ridings side of the hedge to the west of the land. This will allow for a fortnightly cuts, plus extra if growing conditions require it. Grass should be a height of 2.5cm when cut, particularly on the banks.
3. Scarify and aerate in November/December.
4. To liaise with Poringland Parish Council to ensure that grass is suitably cut for the Poringland village fete (hoped to be held in June / July 2022 – subject to restrictions)

Contractors will be required to provide evidence of:

- Public Liability Insurance prior to commencement of work
- Risk Assessments
- PA1 and PA6 spray certificates
- COSHH sheets for any chemicals used
- Waste carrier license because all arisings should be disposed of offsite

Any contractor that has not previously worked for Poringland Parish Council should supply name and address details of two similar organisations that they have worked for within the last 2 years.





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Poringland Playing Field Grass Cutting 2022 Season

Site address:

Welcome Home & Memorial Playing Field
The Footpath
Poringland
NR14 7RF

Duration of contract: 1st April 2022 to 31st March 2023.

Playing Field Grass Cutting

1. Harrow and roll in spring.
2. Gangmow 17 times during the growing season. This will allow for a fortnightly cuts, plus extra if growing conditions require it.
3. Scarify and aerate in November/December.

Contractors are requested to raise any matters of concern in the contract area, whether part of the maintenance contract or not, directly to the parish clerk.

Contractors will be required to provide evidence of:

- Public Liability Insurance prior to commencement of work
- Risk Assessments
- PA1 and PA6 spray certificates
- COSHH sheets for any chemicals used
- Waste carrier license because all arisings should be disposed of offsite

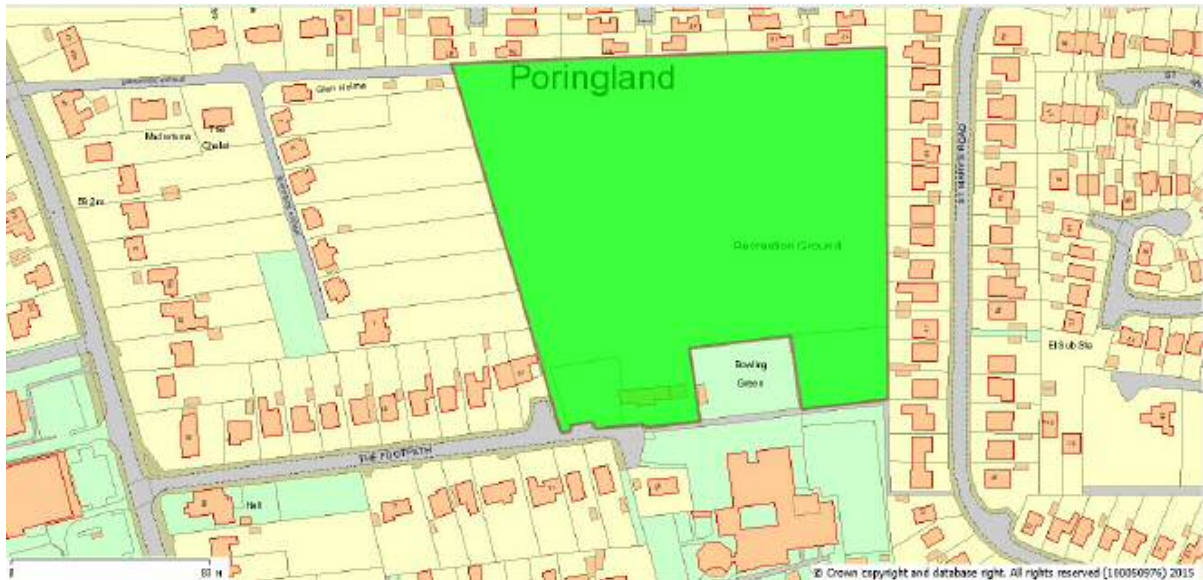
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Poringland Parish Council Grounds Maintenance Season 2022

The Contractor hereby offers to execute the following works, as detailed in the contract documents. All prices should exclude VAT:

Description of Works	Price (£)
Mulberry Village Green (Grass Cutting)	
Playing Field (Grass Cutting)	
Contractor Comments	

Signature

Company

Date