



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 'Verges' part of the Poringland Parish Council grounds maintenance contract.

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 Delegated Verge Cutting 2022 Season

Site address:

Throughout Poringland

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

1. To cut verges every three weeks within Poringland according to the specification (excepting the first sentence of item 4 in Appendix A, stating 5 times per annum) set out within this tender, which is the Norfolk County Council delegated specification.
2. To ensure that the grass shall be cut right up to road signs, marker posts, lighting columns etc. by hand or strimmer. This work will be completed within the same week (7 calendar days) as the mowing is carried out. Under no circumstances should weed killer be used instead of cutting.
3. Weed the roundabout when necessary on the junction between Springfields, Devlin Drive and The Street
4. The roundabout adjacent to the Railway Tavern has now had bulbs planted upon it. The following should now be the specification for this area only:
 - a. Spring bulbs have been planted in drifts and will flower from February to April. The roundabout should not be mown during this time.
 - b. Autumn bulbs have also been planted and will flower during September-October. The roundabout should be left unmown during this time, except for the outer margin of the roundabout where there will be no autumn bulbs.

Contractors will be required to provide evidence of Public Liability Insurance prior to commencement of work, and may be asked to provide a risk assessment on request.

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.

Urban Verges - Poringland

Town	Location	Level M ²	Banks M ²	Total M2	
Poringland	B1332 Main and R/about (30mph limit only)	1,971.00	0	1,971.00	SEE NOTE BELOW
Poringland	Burgate Lane (South side only)	157.00	0	157.00	Outside even numbered properties
Poringland	Caistor Lane	451.00	0	451.00	Up to parish boundary highways sign
Poringland	Carr Lane and Splays	540.40	0	540.40	Up to No. 11 Carr Lane, from The Street
Poringland	Cawstons Meadow	389.00	0	389.00	
Poringland	Clear View Drive	327.00	0	327.00	
Poringland	Elizabeth Road & Splays	514.00	0	514.00	
Poringland	Fitzgerald Road	59.00	0	59.00	Only verge on junction outside No. 1 - leave verge outside No. 3
Poringland	Greenacres	327.00	0	327.00	
Poringland	Hall Road/upgate	931.00	0	931.00	Up to 1 Upgate on east side, and up to 1 Hall Road / Fallowfield on west side
Poringland	Highland	362.00	0	362.00	
Poringland	Rectory Lane	401.40	0	401.40	
Poringland	Romany Walk	315.00	0	315.00	
Poringland	Shotesham Rd & Splays	1,794.00	0	1,794.00	Finish just before junction with Carr Lane / Leafyoak Lane (splays are rural verges)
Poringland	Springfields and Splay	251.00	0	251.00	
Poringland	St Marys Road	34.00	0	34.00	
Poringland	Baynes Close	41.00	0	41.00	
Poringland	The Footpath and Splays	40.00	0	40.00	
Poringland	Devlin Drive	450.00	0	450.00	To end of Devlin Drive, not onto Victory Road or The Ridings at the junction
Poringland	stoke road	946.00	0	946.00	Down to and including Boundary Way
Poringland	howe lane	1,941.00	0	1,941.00	Down to Barri Close
				12,241.80	

B1332: The parish boundaries are funny here. On the west side of the road, the parish boundary ends approx 20 metres from the end of The Ramblers back gardens. On the east side of the road, the boudary begins on the south side of Tulip Tree Drive.



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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 (£)
Verge Cutting	
Contractor Comments	

Signature

Company

Date