

GM01 2026

a) St. Mary's Churchyard, Mablethorpe.

- Strimming / mowing of all grassed areas within the churchyard, clearance of old wreaths and/or other litter and waste prior to each cut and removal to the waste container at Trusthorpe Cemetery.
- Strimming / mowing to be undertaken on a three-weekly cycle from 15th March to 31st October each year (total of 12 cuts).
- All paths to be clear of grass cuttings after each cut.
- Routine pruning and maintenance of all trees and shrubs (excluding major works to trees (to be tendered on a separate basis)).

Tender to be based on an actual price basis with payments to be made on a 'per operation' basis at the end of each month from March to October inclusive.

b) St. Peter's Churchyard, Trusthorpe

- Strimming / mowing of all grassed areas within the old part of the churchyard.
- Clearance of wreaths and other litter and waste prior to each cut (to the waste container) at Trusthorpe Cemetery.
- Strimming / mowing to be undertaken on a three-weekly cycle from 15th March to 31st October each year (total of 12 cuts).
- Mowing of grassed area on the western side of the church.
- Mowing to be undertaken on a two-weekly cycle from 1st March to 31st October each year (total of 18 cuts).
- All paths to be swept clear of grass cuttings after each cut.
- Routine maintenance of all trees and shrubs (excludes major works to trees which will be tendered on a separate basis).

Tender to be based on an actual price basis with payments to be made on a 'per operation' basis at the end of each month from March to October inclusive.

c) Trusthorpe Cemetery

- Strimming around headstones every three weeks from 1st March to 31st October each year (total of 12 cuts).
- Mowing of all grassed areas within the cemetery to be undertaken on a weekly basis from 1st March to 31st October each year.
- Clearance of wreaths and/or other litter and waste prior to each cut and removal to the on-site waste container (total of 35 occasions).
- Levelling and grass seeding of all new graves and any other ancillary works associated with the maintenance of the cemetery to be undertaken on a monthly basis.
- Routine maintenance of all trees and shrubs (excluding major works to trees) to be tendered on a separate basis)).
- Mowing of the area of extension which is in use to be undertaken on a weekly basis from 1st March to 31st October each year (clearance of wreaths and litter) prior to cut.
- Mowing of grassed area beyond the extension plots to be undertaken on a 4-weekly cycle from 1 March to 31 October each year (8 cuts).
- All grass clippings to be either collected or mulch mowers to be used for parts of the cemetery that are in use.
- Planting of memorial trees and installing plaques to be undertaken as and when required.

Tender to be based on an actual price basis with payments to be made on a 'per operation' basis at the end of each month.

d) Branch Line Walk, Sutton-on-Sea

The total length of the walk is 1860 metres. - Maintain a mowed 2-metre-wide path along the whole 1860 metre length. Mowing to be undertaken at least three times each year: -

- First cut between 1 April and 14 April
 - Second cut between 1 June and 8 June
 - Third cut between 15 July and 22 July
 - Two additional cuts required each year (to be confirmed by Town Clerk).
- (a) Bi- annual pruning / cutting back of trees / shrubs to be carried out during February /March and October/November each year.
- (b) Strimming around entrance gate(s) and information board 4 times a year.

Tender to be based on an actual price basis (per cut (x frequency) for mowing and strimming) and an hourly rate for maintenance of trees and shrubs.

e) Miami Hedgerow, Trusthorpe

- Tri- Annual pruning, maintenance, under hedge clearance and removal of all grass and vegetation, litter pick and removal of waste of the hedge adjacent to Miami Beach Chalet Park to be carried out at the end of March, during May/June and September/early October each year.
- Use of hand-held tools and equipment only (no vehicle or mounted hedge cutter can be used on this hedge).

Note: effective traffic management (including permissions) for this task is necessary.

Tender to be based on an actual price basis (per cut (x frequency) for pruning, maintenance, litter picking and waste removal.

f) Railway Access, Mablethorpe

- Mow grassed area on a four-weekly cycle from 1st March to 31st October each year (total of 8 cuts per year).
- Substantial litter pick and waste removal every 4 weeks from 1st March to 31st October each year.
- Strimming between trees and cut back brambles during October & December each year.
- Annual pruning and cutting back of trees / shrubs to be carried out during October and December each year.

Tender to be based on an actual price basis (per cut (x frequency) for mowing and strimming) and an hourly rate for maintenance of trees and shrubs.

g) Harris Boulevard, Mablethorpe

- Mowing of grassed area on a four-weekly cycle from 1st March to 31st October each year (total of 8 cuts per year).
- Pruning/cutting back of shrubs (when required)
- Litter pick and general tidy up to be carried out on a four-weekly cycle from 1st March to 31st October each year (total of 8 times per year).
- Strim grassed area under trees twice during growing season.

Tender to be based on an actual price basis (per cut (x frequency) for mowing and strimming) and an hourly rate for maintenance of flower planters and borders.

h) Bus Shelters (various locations)

- General repairs, maintenance and cleaning of bus shelters
- Shelters (2 no.) to be swept out once a month at the beginning of each month.
- Decoration of bus shelter (Trusthorpe Triangle) May each year

The work to be undertaken on a monthly basis and within 10 working days of any instruction being provided unless otherwise agreed with the Town Clerk.

Tenders are to be based on a fixed price (monthly) for the annual work undertaken.

i) Verge and Amenity Grass Cutting – Parish Wide

To carry out grass cutting of a combined area of 66,969 m² in a safe, timetabled and structured manner whilst engaged as a contractor for Mablethorpe & Sutton Town Council (under devolved power from Lincolnshire County Council).

The contractor must ensure: -

- proper signage is in place before and during **all cuts**
- operative undertake litter picking & animal faeces collection/removal **prior to all** cutting
- effective monitoring of cut frequency to ensure grass **does not exceed 60mm**
- ensure even cutting with **no tufts, stalks or missed areas**
- **neat cut edging** to pavements and flower beds etc.
- **all grass cuttings on pavements are swept or blown**
- excessive amounts of grass are collected and removed.

The contractor shall at all times undertake the duties to the specification as per LCC Safety Code of Practice CPE1 (**APPENDIX X**)

Tender to be based on an actual price basis (per cut (x frequency) for mowing and strimming).

j) Floral Displays – Parish Wide

Providing a seasonal display of up to 160 hanging baskets and 38 planters.

The work associated with this project is as follows: -

Hanging Baskets:

- Delivery of baskets to authorised supplier who will fill.
- Collection, **feed** and **water** planters for a period (approx. three weeks before distributing to sites (various locations) within Mablethorpe and Sutton-on-Sea during June (may be delayed due to frost conditions).
- **Water** weekly and **feed at least bi-weekly** throughout the season (timescales to be agreed dependent on weather conditions etc).
- Collect and dispose of old contents (plant & compost and plants (end of September / early October).
- Store and clean empty baskets in advance of following year supply.

Planters:

- Supply plants from authorised retailer
- Planting up to be undertaken during the last week of June; feeding, watering and clearing out to be undertaken on the same basis as above.
- Supply and change compost at the beginning of the 'bedding plant' season.
- **Water** weekly and **feed at least bi-weekly** throughout the season (timescales to be agreed dependent on weather conditions etc).
- Collect and dispose of old contents (plant & compost and plants (end of September / early October).

Tender to be based on the unit cost per basket / planter. Payments will be made on the basis of 50% of the contract sum on completion of planting up (mid-July) and 50% on the completion of clearing out (early November).

k) Litter Bins – Parish Wide

- General repairs and maintenance of existing bins
- Fixing new bins.
- Removal of damaged bins.

The work to be undertaken on an ad hoc basis and within 10 working days of any instruction being provided unless otherwise agreed with the Town Clerk.

The tender to be based on an actual price basis (per occasion).

I) Christmas Trees – Parish Wide

- Erecting up to 50 x 4-foot Christmas trees on local business premises with a set of lights for each tree.

This involves: -

- Collecting the trees from the supplier (as specified by the Town Council) during the second week of November.
 - Fixing lights to trees and testing of same (testing to be carried out prior to collection of the trees (September) with requirements for replacements reported to the Council).
 - Supplying and fixing new or replacement brackets.
 - All trees to be erected and illuminations operating by the first working day of December.
 - All faults reported to be rectified within two working days of the fault being notified to the contractor.
 - During the second week of January take down trees, store lighting sets and dispose of trees.
- Erecting three feature trees in the town: -
 - One 18-foot tree in front of Station Sports Centre, Mablethorpe
 - One 18-foot tree Alford Road/High Street roundabout, Sutton-on-Sea
 - One 12-foot tree in the grounds of Trusthorpe Triangle, Trusthorpe.

Tenders invited on the basis of: -

- (a) unit cost per 4-foot tree to include collection, decoration, installation, removal and disposal.
- (b) total cost for the three feature trees to include collection, decoration Installation.
- (c) total cost for removal and disposal of 4 feature trees (additional tree collection from Meridale).
- (d) unit cost for supplying and fixing tree brackets.
- (e) unit cost for dealing with and rectifying faults.

Tenders are to be based on the unit cost:

- ***per installation and removal of single Christmas tree***
- ***per installation and removal of single feature tree***
- ***unit cost per bracket (SUPPLY & FIT)***
- ***unit cost per lighting fault***

m) St Mary's Conservation Area, Mablethorpe

- Grass - all grassed areas to be cut in early September each year, cuttings to be collected and removed from site (unless otherwise instructed).
- Routine maintenance of trees / shrubs (major tree work to be tendered separately).
- All tree / shrub clippings and debris to be removed from site.
- Strimming of and keeping boundaries with adjacent properties tidy, ensuring gas emission vents are clear at all times.
- Pruning of perimeter leylandii and hedges in September/October each year, hedge to be maintained at a maximum of approximately 8 feet high.
- Clear 50% of weed from pond in October each year and remove from site when it has died back (to allow wildlife to return to pond) (care must be taken not to disturb or cause damage to pond lining).
- Empty litter bins (twice weekly) and take waste to the waste container at Trusthorpe Cemetery.
- Spray fume trench with a glyphosate-based weedkiller (i.e. Roundup) in May & September each year, with notification signs to be placed at **each** entrance and along the footpaths (**Town Council must see certificated evidence of proficiency in handling and use of pesticides**)

Tender to be based on an actual price basis with payments to be made on a 'per operation' basis at the end of each month from March to October inclusive.

n) Acre Gap, Sutton on Sea

March

- Strim around trees and willow in dew pond area
- Cut orchid meadow (cuttings to be cleared to designated area- info board)
- Footpath cut/strim (back to barge boards (as required/authorised)

April

- Perimeter cut
- Footpath cut/strim

May

- Weeding and strimming zone 2
- Planting up of summer bedding in planters'
- Clearance – 2mtr strip rear of all neighbouring properties

June

- Cut of pathways

July

- Ad-hoc remedial works (as necessary)
- Planting – summer bedding – Church Lane entrance

August

- Cut of pathways
- Weeding and strimming (Church Lane entrance).

September

- Early – cut orchid meadow (cuttings to be cleared to designated area at information board)
- Late – strim around trees and willow in dew pond area
- Strip cut meadow at (cuttings to be cleared to designated area at info board)
- Winter planting to planters
- Remove sucker's/shoots from trees

October

- Cut of pathways (as needed)
- Footpath cut zones
- Trim overhanging branches
- Full strim
- Fruit tree maintenance / cut back (as required)
- Cut buddleia – Church Lane entrance

November

- Ditch clearance at dew pond
- Trim of hawthorn bushes at dew pond area
- Complete clearance – 2mtr strip rear of all neighbouring properties

Regular checks (each visit)

- Check oak trees and guards
- Check benches and bins

Regular Weekly Check (52 occasions per year)

Check/replace life rings.

Tender to be based on an actual price basis with payments to be made on a 'per operation' basis at the end of each month.

o) Memorial Seats – Parish Wide

- General repairs and maintenance of existing seats.
- Fixing new seats/plaques.
- Removal of damaged seats.
- Bi-Annual clean/refurbishment of all benches

The work to be undertaken on an ad hoc basis and within 10 working days of any instruction being provided unless otherwise agreed with the Town Clerk.

Tender to be based on an actual price basis (per occasion).

p) Ad-Hoc and Emergency Works – Parish Wide

To provide labour and associated cost for ad-hoc and emergency call out works at any site within the parish as and when necessary.

- i) Monday to Sunday 08:00 to 18:00 – single time.
- ii) Monday to Saturday – 19:00 to 07:00 time and half.
- iii) Sunday – 19:00 to Midnight double time – Midnight to 07:00 time and half.

Tender to be based on hourly rates with payments to be made at the end of each month.