



Bourton-on-the-Water Parish Council

Council Office, The George Moore Community Centre,
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Specification to Tender for Village Maintenance Contract
1st Apr 2026 – 31st Mar 2029

To be read in conjunction with digital map:

<https://shared.xmap.cloud?map=dde43101-ea4b-489a-b9c9-0c72ab78b998>

General Notes on contract

- 1. Please do not cut grass in drought conditions**
- Please take care to avoid causing damage when strimming around wooden play equipment and **trees** (leave a 20cm / 8in border around base)
- Please take care when strimming around residents' drain covers and downpipes/guttering to avoid damage.
- In accordance with the Wildlife & Countryside Act 1981, when hedge cutting, please observe bird nesting season between 1st March and 31st August and only cut hedges if they can be thoroughly checked for the absence of nesting birds.

Highways Maintenance of Grass Verges

The contract includes the cutting of some Gloucestershire County Council grass verges as shown in the Village Maintenance Map and these are included in the green highlighted areas.

Contractor's Name and Address:

1. The Naight Playing Field - April to October inclusive

Operation		Frequency	
a.	Strim and mow main field, omitting wildflower area as shown on map, risings to lie.	Fortnightly.	
b.	Wildflower area. April, cut risings to lie. Summer 'hay cut'. After seed dispersal, remove risings. Sep-Oct risings to lie.	Fortnightly in April 'Hay cut' July / August once seeds have dispersed. Fortnightly Sep - Oct	

c.	Strim and mow play area, remove risings; clear both play areas' safety surfaces of basic litter; cut back weeds from surrounding fences;	Fortnightly.	
d.	Strim bund by River and prune adjacent hedge, risings to lie	May & October (Nb. Note 4)	
e.	Cut hedges adjacent to British Legion car park and toddler play area to height of low fence.	March & Sept (Nb. Note 4)	1. Price (£ p.a.):

2. Melville Play Area – April to October inclusive

Operation		Frequency	
a.	Strim and mow field, risings to lie; strim and mow play area, remove risings; clear play area safety surfaces of basic litter.	Fortnightly.	
b.	Clear all ditches.	Twice p.a. in May & October	
c.	Lay/cut hedge bordering Station Rd to 4ft high/1.2 metres high and ensure pavement width is maintained. (Increased frequency for playground security and safeguarding)	Cut three times per year in April/June/Oct (Nb. Note 4)	
d.	Cut boundary hedges to 2m internal height	Cut once per year in autumn (Nb. Note 4)	2. Price (£ p.a.):

3. Rye Crescent Play Area – April to October inclusive

Operation		Frequency	
Strim and mow play area and surrounding verges, remove risings; clear play area safety surfaces of basic litter. (Nb. Note 2)		Fortnightly.	3. Price (£p.a.):

4. Footpaths – April to October Incl. – See Map for schedule of paths, highlighted with red dashed lines

Operation		Frequency	
a.	Cut and clear obstructing herbage and grass to maintain 1.5m clear way throughout year on all paths	Monthly.	
b.	Cut and clear overhanging branches where these obstruct the footpaths	Monthly.	4. Price (£p.a.):

5. Main Green and Riverbank – March to October inclusive

Operation		Frequency	
a.	Box mow grass and remove risings early a.m; strim/clip grass edges; strim/clip round trees/obstacles.	Fortnightly (First cut to take place maximum 1 week prior to 22 nd March) or the removal of the Village Green railings.	
b.	Strim/clip round trees at Riverside Café.	Fortnightly.	
c.	Strim verge in front of Stepping Stones Cottage.	Fortnightly	

d.	Grass treatment – Village Green (all areas included in 5a). Make recommendation for repairs and agree additional winter works required	March: aerate, scarify and fertilise. Chemical-free weed treatment in May or autumn. Fertilise in spring, summer & autumn September	
e.	Clear leaves from Green prior to Remembrance Day service (held second Sunday of the month).	November	5. Price (£p.a.):

6. Victoria Street and Clapton Row Greens – April to October inclusive

Operation		Frequency	
a.	Box mow and remove risings; strim/clip grass edges and round trees/obstacles. Allow flowering daffodils and crocuses to go over before first cut. (Avoid Tuesdays, if possible – recycling collection day)	Fortnightly.	
b.	Clapton Green – Hedge Trim to shape. (Allow to grow to maximum height of approx. 3ft/1m)	Twice p.a. in spring and autumn (in accordance with bird nesting season)	6. Price (£p.a.):

7. Rissington Road – Riverbank, Coronation Bridge to Birdland – April to October inclusive

Operation		Frequency	
Box mow verges and remove risings; strim/clip grass edges and round trees/obstacles Allow flowering daffodils and crocuses to go over before first cut.		Fortnightly.	7. Price (£p.a.):

8. Rissington Road – Verge outside Bridle Close and Weir Cottage to Old New Inn, and S. side from Marshmouth Lane to Birdland entrance – April to October inclusive

Operation		Frequency	
a.	Mow and strim grass verges, risings to lie; strim/clip round trees/obstacles. Allow flowering daffodils and crocuses to go over before first cut.	Fortnightly.	
b.	Strim ditch sides between Car Park & Marshmouth Lane – risings to be removed (risings must <u>not</u> obstruct drainage ditch)	Fortnightly.	8. Price (£p.a.):

9. Rissington Road Lay-by

Operation		Frequency	
Strimming		Twice p.a. in July & October	9. Price (£p.a.):

10. Lansdowne – South Side from Fosse Way to Mill House – April to October inclusive

Operation	Frequency	
Mow and strim two grass verges between River and Road. Strim/clip round trees/obstacles, risings to lie. Area to cover as near to the river edge as possible and as far as the bridge. Nb. See Note 4. Allow flowering daffodils and crocuses to go over before first cut.	Fortnightly.	10. Price (£p.a.):

11. Village Cemetery including Old Baptist Section - April to October inclusive

Operation	Frequency	
a. Mow/strim grass areas and over graves and grave mounds. Strim/clip around gravestones/headstones/obstacles, remove risings. NB Flower vases may be moved to facilitate mowing but must be put back into place.	Fortnightly.	
b. Strim verge from Lych Gate to entrance to Allotments on Cemetery Lane, risings to lie.	Fortnightly.	
c. Prune hedges bordering and within the cemetery and remove risings. NB large conifer hedge on northwest side is cut by neighbour, as far as the shed	Twice p.a. in spring and autumn (in accordance with bird nesting season)	
d. Old Garden of Remembrance (Northwest side bordered by leylandii hedge.)	March: moss kill, scarify, fertilise. Weed kill once over growing season Fertilise in March and summer	11. Price (£p.a.):

12. Queen Elizabeth Jubilee Garden of Remembrance – April to October inclusive

Operation	Frequency	
a. Mow all grassed areas and remove risings	Fortnightly	
b. Prune hedges and weed shrub beds in Car Park	Twice p.a.	
c. 4 corner and 1 central flower bed: Prune, weed and maintain	Monthly visits April – October.	
d. Ashes Garden: Prune, weed and maintain	Monthly visits April – October.	
e. Planters: Deadhead and weed, when planted up	Monthly visits April – October	
f. Planting of planters: Plant with appropriate seasonal plants/shrub and maintain. <i>New planting (excluding planters): Recommendations to be submitted to Council on ad-hoc basis, costs to be agreed and works instructed as and when required.</i>	Twice p.a. in Spring & Autumn	12. Price (£p.a.):

13. Jubilee Orchard - April to October inclusive

Operation	Frequency	
a. <u>Jubilee Orchard</u> : Mow grass, omitting wildflower area as shown on map, risings to be removed, strim and	Fortnightly.	

	clip edges and around obstacles. Remove basic litter. Nb. See note 2		
b.	Cut back wildflowers	Autumn	13. Price (£p.a.):

14. Allotments - April to October inclusive

Operation		Frequency	
a.	<u>Cemetery Lane allotments</u> Mow grass verges either side of main spine road, and centre grassed parking area by Queen Elizabeth Jubilee Garden of Remembrance.	Fortnightly	
b.	Mow grassed area at northern boundary adjacent to Greystones Lane. NB Greystones Lane boundary hedge is maintained by the neighbour.	Fortnightly	
c.	Lay/prune hedge on either side of allotment entrance bordering Cemetery Lane to height of 5' (1.5m). (Full length to Allotment boundaries)	Twice p.a. in spring and autumn (in accordance with bird nesting season)	
d.	<u>Springvale allotments</u> Mow-strim fallow section and grass along access track	Twice yearly April and September	14. Price (£p.a.):

15. Station Road North East Side – April to October inclusive

Operation		Frequency	
a.	Strim verge from corner of 3 Wells House to Willoughby Place.	Fortnightly	
b.	Strim verge adjacent to Threeways House	Fortnightly	
c.	Strim both verges either side of entrance to Station Meadow.	Fortnightly	
d.	Strim verge from Meadow Way to Melville Play Area.	Fortnightly	
e.	Strim verge from Springvale to junction with Fosse Way (not continuous).	Fortnightly	
f.	Cut and clear obstructing herbage to ensure Station Road signs are visible.	As required to ensure signs are not obscured	15. Price (£p.a.):

16. Station Road South West Side – April – October inclusive

Operation		Frequency	
a.	Strim all verges on the outside of the Community Centre boundaries on Moore and Station Road, including the triangular land at the junction.	Fortnightly	
b.	Strim verge from the Avenue to opposite junction with Meadow Way.	Fortnightly	
c.	Strim verge from Station Villa to eastern side of Park Farm entrance (incl)	Fortnightly	
d.	Ensure hedging is kept well trimmed back from pavement and Station Road signs both sides so signs are visible.	As required to ensure signs are not obscured	16. Price (£p.a.):

17. Sherborne Street – April-October inclusive

Operation		Frequency	
a.	Strim verge outside Harrington House, risings to be removed.	Fortnightly	
b.	Strim triangle of grass at the junction of Letch Lane, risings to be removed.	Monthly	17. Price (£ p.a.):

18. Stanway Green and Croome Gardens – April-October inclusive

Operation		Frequency	
a.	Strim and mow all grassed areas, risings to be removed.	Fortnightly	
b.	Weed flower beds and prune shrubs.	Twice p.a. in May & August	
c.	Hedge cutting: (1) Between Beddome Way/Croome Gardens	Spring and Autumn Nb. Note 4	
d.	Hedge cutting: (2) Attenuation Pond area including hedge from 1 Stanway Green along footpath bordering Meadow Way entrance closest to the Fosseway.	Spring and Autumn Nb. Note 4	18. Price (£ p.a.):

19. Kingfisher Road - April to October inclusive

Operation	Frequency	
Strim and mow grassed areas, from Swallow Road to Skylark Road, on one side from the Heron Close to Skylark Road. Risings to be removed. NB this is owned by GCC Highways. Nb. See note 2	Once a month, June, July and August.	19. Price (£ p.a.):

20. The George Moore Community Centre – April-October inclusive

Operation		Frequency	
a.	Strim and mow all grassed areas to left of main entrance, risings to be removed	Fortnightly	
b.	Flower Beds: Prune, weed and maintain	Monthly visits April – October.	
c.	Two raised planters: Prune, weed and maintain	Monthly visits April – October.	
d.	Three tubs: Weed/dead head, when planted up	Monthly visits April – October.	
e.	New planting (3tubs): Plant with appropriate seasonal plants/shrubs <i>New planting (excluding tubs): Recommendations to be submitted to Council on ad-hoc basis, costs to be agreed and works instructed as and when required.</i>	Twice p.a. in Spring & Autumn	20. Price (£ p.a.):

Total Tender Price per annum for the above works 1 – 20 (excl. VAT):

£ _____

The price quoted above must be based on the terms and conditions contained in the accompanying covering letter dated and will apply for each of the three years of the contract, without increase, save for additional areas added subsequently on the agreement of both parties.

Signed:

Position in Company: