



WORCESTERSHIRE

PINVIN

Please drive carefully

Invitation to tender for the grass cutting contract at various sites belonging to, supported by, or managed by, Pinvin Parish Council.

Scope of work

The tender is for cutting (or strimming) grass at various sites in the parish of Pinvin, Worcestershire from 1st March 2026 to 28th February 2029. The sites are of varying sizes; contours and the cutting requirements will differ within the portfolio. A plan, indicating each of the sites is attached at Appendix 1 and a schedule which summarises the requirements for each site is shown at Appendix 2.

Two specific types of sites are involved.

Relatively large areas (the playing fields), where there is the need for large equipment and may be subject to additional requirements instructed by the hiring football team.

More disparate sites that require a more respectful approach, as well as smaller machinery.

Additional work is managed by third party Committees.

The church cemetery, which is contractually managed through the church but subsidised by the Parish Council.

Sports surface additional maintenance, contractually managed by Drakes Broughton Rangers

Assumptions and Constraints

Grass comprises of many varieties which have differing growth requirements and patterns. In addition to this, Council managed land is far from level, so that the use of large equipment often results in differing heights of grasses. It is, therefore, not possible to be too prescriptive within this tender but the objectives should be to meet, wherever possible, the stated requirements over a general and reasonable area of the identified space.

Where a measurement is stated here, it is an average level rather than a measurement of length of a particular grass. It is the length from the ground, including underlying moss, weed and grass.

Throughout this document, there are references to Mid-November being the latest (or end of season) cut. This naturally varies year to year and therefore may well not dictate the actual end of the cutting season. Additionally, a period of 'Burn Off' is expected mid-summer, when a maximum of 3 cuts should be expected to be delayed to the end of the season, pushing the final cut on. This will be arranged on agreement with a minimum of 2 weeks' notice of a cut being delayed. Agreement to the actual end and length of season will be made with the Clerk, who will work with the successful contractor to propose to the Council and agree and additional cuts that are required.

General information and terms and conditions of contrac

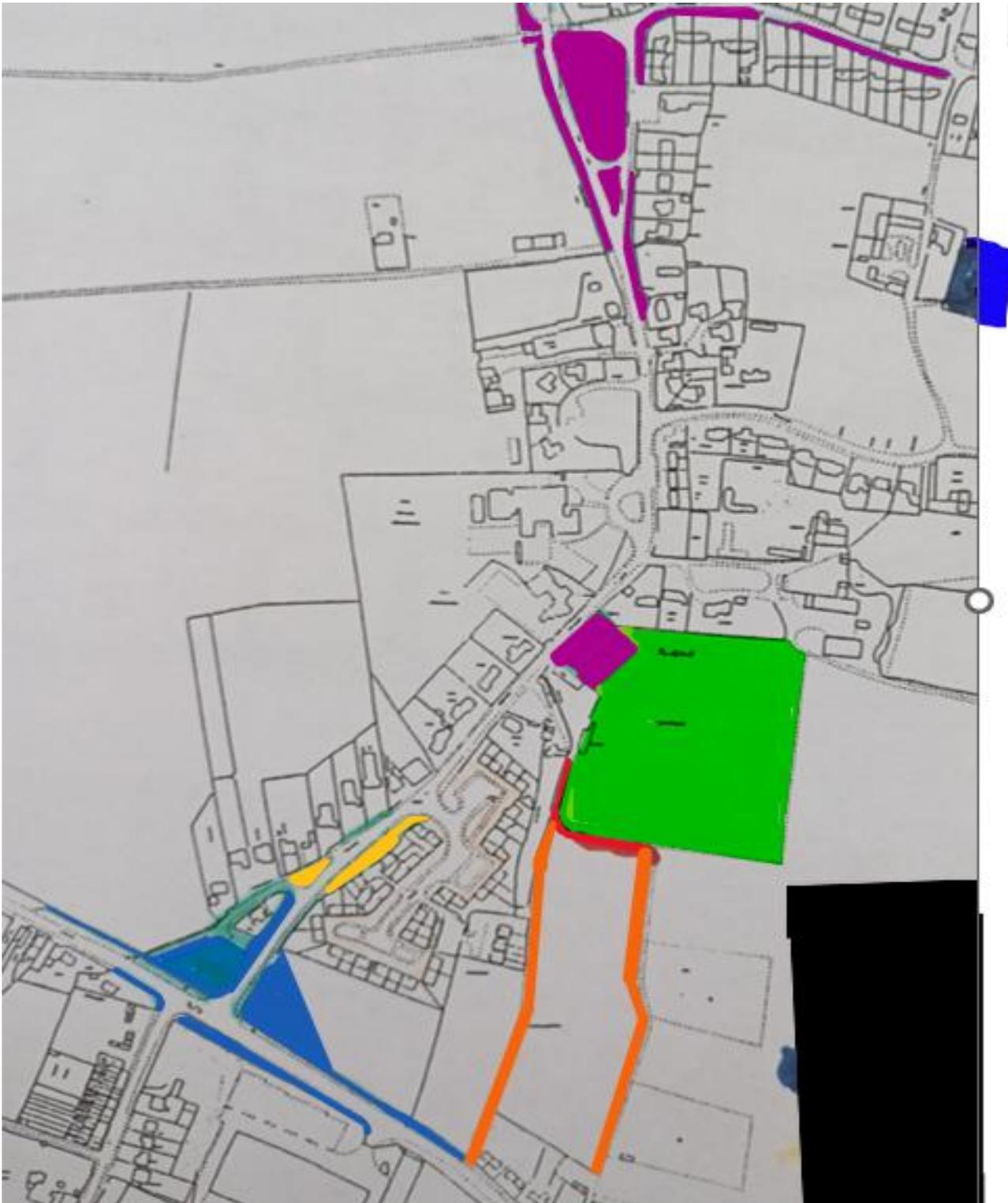
1. The cutting and clearing of grass and foliage must be carried out to meet all boundary walls, pavements, highways, hedges, fences, tree trunks, stumps, posts and bollards and beneath all fences, seats, bins and the like, within the parameters as detailed in this document.
2. Any accumulations of litter should be removed and taken away prior to cutting or strimming operations. All areas must be left tidy at the end of every visit, with no accumulations of grass being left either from cutting or the cleaning of machinery. The contractor will be responsible for either mulching or removing all grass cuttings and foliage, blowing and mulching for safety and aesthetic reasons from paths, pavements, slopes and property walls after every cut.
3. The contractor is to complete each area cut on the day of its commencement unless weather conditions dictate a delay. The Clerk will be notified of the date of commencement, any delays and proposed dates for completion.
4. This is a fixed price contract and as such, the Contractor must visit the sites to ascertain the exact areas and borders of cutting areas. Should there be any queries, the Contractor should contact the Clerk prior to submitting the tender.
5. Any communication with, or from, the Parish Council should be made via the Clerk.
6. The Contractor must inform the Clerk within 24 hours, should they in the course of cutting; uncover any holes, find tree canopies lower than 2m in height or other items that may cause problems in fulfilling the works, so the problems can be resolved and a full cut can be completed on the next scheduled visit at the latest.
7. The contractor must supply all machinery and fuels, and guarantee that it is appropriate and efficient for the work required.
8. The contractor must provide evidence to the Council of adequate public liability insurance as follows: Employers Limit of Indemnity - £10,000,000, Public Liability - £10,000,000 and applicable method statements, certifications, risk assessments for equipment, staff and processes required to fulfil this contract.

9. Invoices for payment should be presented to the clerk within seven days of a cut's completion. Invoices must clearly state the cut number and dates of cuts for which the invoices apply. All payments will be made following monthly Council meetings held on the second Tuesday of each month, to any invoice received in no less than five working days prior to the meeting. Payments are made by cheque or BACS issued on the last day of the calendar month for cheques and on the 2nd working day of the following month for BACS.
10. Although weather conditions may dictate variations in the time between cuts, the tender must be based on two cuts per calendar month, up to a maximum of 16 cuts per year for the playing field and children's play area, 5 cuts per year for the arboretum and allotment footpaths and 13 cuts per year for the village verges. If following the summer 'Burn Off', additional cuts are available but not required, alternative flailing roles or operations will be negotiated between the Parish Council and the Contractor at a rate agreed at the commencement of this contract.
11. The Contractor is obliged to advise the council of any outbreaks of noxious weeds they identify. These include
- **Giant Hogweed**
 - **Japanese knotweed**
 - **Himalayan balsam**
 - **Rhododendron ponticum**
 - **New Zealand pigmyweed**
 - **Ragwort**
- Actions relating to any weed accumulations are to be agreed with the Council or referred by Council to a specialist contractor.
12. Either party may terminate this contract by written notice to the other at any time, if that other party:
- (a) Commits a breach of this contract and, in the case of a breach capable of remedy, they fail to remedy the breach within 14 days of being required to do so in writing: or
 - (b) Becomes insolvent, or has a liquidator, receiver, manager or administrative receiver appointed.
13. Either party may terminate this Agreement before the completion of the agreement, with 60 days written notice to the other party.

Appendix 1

Plans, detailing location for each of the sites for cutting and indicating areas managed externally.

Pinvin South



Pinvin North



Appendix 2

i. Verge Grass, 10 cuts per season **YELLOW** and **PURPLE**

Pinvin South



Both sides of main Street to the 40mph limit zone

Spion Cop



Cut to the tree line

Play Area



Cut verge to railings

Main Street



Both sides of pavement

Coach and Horses green



Cut to trees /
scrub line

Owlets End



Cut all verges on south side of the road,
where there is a kerb

North End



Cut
all verges either side of Main Street

Upton Snodsbury Road



Cut to knee rail on eastern side on 30mph zone, up to and including welcome gate

Cut all verge from path to hedge line on western side, up to and including welcome gate, only within 30mph zone

ii. Playing Field and play area – 19 cuts per growing season

GREEN and adjacent **PURPLE**

Play area



Cut grass, strim round and under all equipment. Strim to and under railings. Included is to be any amenity grass adjacent to the Village Hall (playground side), currently under construction.

Playing field west



Currently being reconfigured, cut field, strim all obstacles and to and under post and rail fence

Playing field south



Cut to within 1m of post and stock wire fence, so to tree and post line.

Playing field east



Cut to tree / scrub line, around and behind fitness trail equipment to within 2m of boundary stock fence

Playing field north



Cut to within 1m of tree line. Tree canopy will be maintained to 2m height by the parish Council.



Cut section behind bench to fence line. Strim fence line, round and under bench.

iii. Allotment Paths **RED** and **ORANGE**

Cut 2m wide path south of posts, north of arboretum, running outside of scrub border and football container, joining to playing field gate.

Cut 2m wide path from playing field to Abbey View car park area

Cut 2m wide footpath from playing field to Abbey View paddocks

iv. Works not included

Church grounds and cemetery. **BLUE**

Contracted by the church with subsidy from Pinvin Parish Council

Pitch Renovation and maintenance

Contracted and funded by Drakes Broughton Rangers

Highway verges in 40mph zones **BLUE**

Managed by Worcestershire Highways