

AYLBURTON PARISH COUNCIL

Weeding Brief for 2024 (Hand Weeding)

Duration: For the weeding season of 2024 unless terminated earlier by either party.

Tasks

- The contractor to weed Aylburton pavements (marked in red on the attached map) twice per month, for two hours per visit. One two-hour weeding tour to take place in each half of each month throughout the weeding season (-i.e. the eight months, March-October inclusive)
- The pavements are to be weeded 'on rotation'. i.e. as many village pavements as possible will be weeded in each two-hour visit. If not all the pavements are weeded in one visit, the remaining pavements are to be weeded on the next visit and the tour of the pavements begun again.
- The contractor will 'hand-weed' the pavements - i.e. using hand tools, not herbicides.
- The contractor will only weed the pavements - i.e. not private paths or driveways, verges, the gutter, drains or anything in the highway itself.
- Green waste from weeding visits to be disposed of by the contractor.
- The contractor is to notify the parish council of the presence of Giant Hogweed, Japanese Knotweed, Himalayan Balsam.

Supervision

The work will be carried out under the supervision of the Parish Council Clerk or appointed parish councillor. The clerk can be contacted on 01594 801218 or aylburtonclerk@outlook.com.

Terms and Conditions

1. The weeding season is March–October. The contractor will carry out monthly weeding of pavements marked on Aylburton Parish Council's Weed Control map (supplied to the contractor).
2. In the event of weeding visits (as described and shown on the weeding map) not being completed (for example, due to wet weather), the contractor will only charge for the number of visits/hours completed.
3. Additional weeding visits may be requested through the Parish Clerk and arranged by agreement with the contractor.
4. Weeding must be carried out in a conscientious and consistent manner without causing avoidable obstruction or annoyance to the public.
5. If the contractor anticipates any problems in meeting the terms of the contract for reasons beyond his/her control, the contractor must advise the Parish Council in advance of the circumstances so that a mutually acceptable course of action can be agreed.

6. Work will be subject to regular inspection by the Parish Council to ensure the contractual obligations have been satisfied. Any violation of the terms of the contract will be subject to rectification within 14 calendar days of its observation being communicated to the contractor. If problems are not rectified to the satisfaction of the Parish Council, the Parish Council may terminate the contract without further notice. This will be done in writing to the contractor.
7. The successful contractor should be willing to meet with a councillor for a site meeting to discuss any specific requirements (which will be in line with duties described above).
8. In the event of early termination of the contract by the Council, the contractor may lodge an appeal, in writing, to the next scheduled meeting of the Council.
9. The appointed contractor will be solely liable for any damage to any tools used by him/her, and for any damage caused by him/her to any property of the Council or residents of the parish, including fences, curbs, etc.
10. The contractor must indemnify the Council against any liability arising out of or in connection with the execution of the contract.
11. The contractor must always maintain his/her tools in a safe operating condition.
12. All operatives must be fully briefed on the terms of the contract in so far as the non-financial responsibilities are concerned.
13. The contractor must carry out appropriate risk assessments prior to acceptance of the contract. Such risk assessments must be made available to the Parish Council on request.
14. Invoices should be submitted monthly to arrive by the 1st of the month following the activity. Payment will be made within 30 days of receipt of invoice unless the invoice is in dispute.

Tenders

Bids for the completion of this work should include:

- an order of costs over the year
- details of your experience of similar work
- a note of insurance cover and previous experience
- any comments on this brief

Contact: Rachel Hales, Parish Clerk at aylburtonclerk@outlook.com, or by post to:

Parish Clerk
Aylburton Parish Council
33 Boating Lake Lane,
Lydney
GL15 5GA

All areas are open to the public, so you are very welcome to visit them independently. Please do not hesitate to contact the council if you have any queries.

Many thanks,

Aylburton Parish Council

Map showing the weeding route, marked in yellow.

