

Berkswell Churchyard Grass Mowing and Maintenance Contract

1 April 2020 to 31 March 2024

This contract is made on 17 June 2020 between:

**Berkswell Parish Council,
PO Box 6379,
Coventry,
CV6 9LP**

in conjunction with

**The Parochial Church Council of the Ecclesiastical Parish of St John Baptist
Berkswell
St John Baptist, Berkswell
PO Box 6584
COVENTRY
CV6 9NU**

and

**Mr G Dawson
GR Dawson Garden Services
29 Alspath Road
Meriden
Coventry
CV7 7LU**

CONTRACT

1. Scope of work

1.1. Grass Cutting

Area 1

To close hand mow the following three lawn areas, once per week, on Thursday or Friday. Grass collected and removed from site:

- i)** Right of the drive back to level with the front of the Church, as currently
- ii)** The area surrounding the War Memorial and to the road wall
- iii)** The Cremation Plots lawn beside the car park and back to the stone wall. This will involve moving memorial flowers out of the way and returning to position.

Area 2

To mow the Old Graveyard area behind and either side of the Church, at least once a fortnight, at 2/3 inches high and fine clippings left. This area can be naturally divided in two by the paths and best split mowing to alternative weeks.

During the Spring and early Summer wild flower areas are left, by agreement, to flower and set seed. The areas then to be thoroughly mulched, then regularly mown again once withered.

Area 3

This is the most frequently visited area of the Graveyard. To mow the New Graveyard area beyond the wall, around and between the gravestones once a week, as low as practical bearing in mind the undulating nature of new grave areas. The grass would only need removing if growth is exceptional.

Area 4

The Consecrated field area beyond the wall behind the Cremation Plots lawn, tractor cut weekly/fortnightly, as needed to maintain a mown field like appearance, without removing the clippings. May require closer mowing 3- 4 weeks prior to Berkswell Village Fete.

Area 5

To mow the Rectory Garden lawns once a week. Collect grass clippings and tip as directed on site.

1.2. Mowing Notes

Special care should be exercised when mowing around the Church & Church Rooms to avoid stones damage to windows.

Also care needs taking close to the Church, the Rooms and the Drive to prevent grass clippings getting into the gravel drains and the concrete drainage gully right around the Church.

Special care should be exercised when hand mowing the cremation plots to avoid damage to cremation tablets. Should any damage be inadvertently incurred, please advise the Parish Administrator.

1.3. Weeds and Leaves

- 1. Chemical weed control** on ALL gravel paths should be applied, as required, to maintain them weed free.

The same control is permissible around gravestones in the OLD graveyard in a narrow band no more than 100mm wide to assist machine mowing.

- 2. Strimming** will be necessary around all graveyard areas under trees and bushes AND around grave headstones where not chemically treated. Twice per Spring season.

3. **Leaf Collection** is required, particularly in the Autumn to maintain a tidy Churchyard on all gravel paths throughout the Churchyard, plus drive and car park, to be kept leaf free throughout the year. Leaves should be blown off the drive & paths as necessary. This is particularly important prior to important festivals and events such as Remembrance Sunday in November.

2. General Care during work

The Contractor shall:

- 2.1. provide protection to employees and the public to ensure that injury and damage to property are avoided. The Contractor shall provide a risk assessment to demonstrate that the issue of protection has been fully addressed
- 2.2. The Contractor shall provide a copy of its Public Liability Insurance cover which shall be for not less than £2 million.

3. Payment

- 3.1. All prices in this contract are quoted excluding VAT
- 3.2. All invoices will be issued on a quarterly basis to Berkswell Parish Council and monthly to St John Baptist church and shall include the Contractors VAT registration number
- 3.3. The Contractor will invoice Balsall Parish Council for the following periods: April to June; July to September; October to December; and January to March for each year of the contract
- 3.4. If the Parish Council and/or Berkswell PCC does not consider that the work is being completed satisfactorily the Contractor will be advised accordingly and suspend payment until the work is completed to the standard required

4. Duration of Contract

- 4.1. The Contract is for a fixed term from 1st April 2020 to 31st March 2024.
- 4.2. In the event that there is a formal legal determination prohibiting Berkswell Parish Council from contributing to the maintenance of a churchyard during the period of the contract, the Parish Council will immediately terminate any further payment of its half of the contract sum. Any payments due up to the date of any such legal determination will be paid.
- 4.3. The Contract may be terminated by the Parish Council and/or Berkswell PCC in the event that the Contractor consistently fails to perform the services defined in the Contract to an adequate level.

5. Contract Price

The annual fee (ex VAT) for the above scope of work is as follows:

Year 1:	£5,160
Year 2:	£5,160
Year 3:	£5,160

Year 4: £5,160
Contract Total: £20,640

Annual contract sum to be shared 50:50 between Berkswell Parish Council and St John Baptist Church, Berkswell

Signed on Behalf of Berkswell Parish Council

**Signed on Behalf of St John Baptist,
Berkswell PCC**

Richard Wilson

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Name:Richard Wilson.....

Name:

Position: ...Clerk.....

Position:

Date:17 June 2020.....

Date:

Signed on Behalf of GR Dawson Garden Services

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Name:

Position:

Date:.....