

**CONTRACT – UPPINGHAM TOWN COUNCIL GROUNDS MAINTENANCE 1<sup>st</sup> SEPTEMBER  
2023 to 31<sup>st</sup> MARCH 2024**

**Contract Between:**

Uppingham Town Council  
The Town Hall  
High Street East  
Uppingham  
Rutland  
LE15 7RL

&

Biffa Environmental Municipal Services LTD  
Unit 4 Station Court  
Whissendine Road  
Ashwell  
Rutland  
LE15 7SP

**Contact:**

Sharon W Coe - Town Clerk/Responsible Financial Officer  
Ben King – Biffa Senior Business Manager

Schedule of work to be undertaken by Biffa Environmental Municipal Services LTD on behalf of Uppingham Town Council:

**Grass Cutting - £5006.11 + VAT**

The grass in these areas to be cut on 4 occasions during the remainder of growing season (between 01/09/2023 and 31/03/2023) using the most suitable mowing equipment dependant on the weather conditions.

- Leicester Road Cemetery
- London Road Cemetery
- Todds Piece
- Beast Hill
- Hog Hill

We will tend to grass growing between gravestones as and where necessary.

Where weather conditions make it impossible to undertake grass cutting at any of the above locations on the scheduled date, we will undertake to complete this work on the next suitable day. Uppingham Town Council will be advised when such situations occur and the revised date that the postponed work was completed on. Should you require additional grass cutting (over and above the 4 remaining scheduled cuts) at any of the above locations the rate for this will £16 plus VAT per hour.

**Hedgerow Cutting - £556.234 + VAT**

- Leicester Road Cemetery
- London Road Cemetery

The hedges within these areas to be cut on two occasions normally during July and October.



Should you require any additional work to hedgerows then we will be happy to provide a quotation.

**Litter picking of Todd’s Piece - £540 + VAT**

The field at Todd’s Piece is to be litter picked 2 x per week between 01/09/2023 and 30/09/2023 and 1 x per week between 02/10/2023 and 29/03/2023.

**Removal of suckers from trees at Todd’s Piece and London road - £575 + VAT**

The tress on London Road and Todd’s piece are subjective to suckers which grow on them throughout the year. These are to be removed from the trees on one occasion from all trees to ground level. The trees are to be cleared to a height which we define as safe and would prevent us from working from height. Any clearance above working from height level can be quoted for separately. The works are to be completed on 1 occasion between 01/09/2023 and 31/03/2023.

**Reporting/Monitoring Procedure**

We will provide you with a report during the week following each fortnightly grass cut confirming that all contractual work plus any additional work requested by you has been completed. If for any reason the contractual work has not been completed an explanation will be given and a date to rectify such issues. You will however have been advised by telephone at the time of any non-completion of contractual tasks.

**Duration of Contract**

The contract will run from the 1<sup>st</sup> of September 2023 and the 31<sup>st</sup> of March 2024. Should either party wish to withdraw from the contract a period of three months notice will be required.

**Contract Cost/Payment Terms**

The total cost for providing the above detailed services between the 1<sup>st</sup> of September 2023 and the 29<sup>th</sup> of March 2024 is **£6677.34 plus VAT**

Payment should be paid in monthly instalments commencing 1<sup>st</sup> October 2023 through to 1<sup>st</sup> April 2024 of **£953.91 plus VAT.**

Signed: ..... Sharon W Coe Date: .....

**On behalf of Uppingham Town Council**

Signed: ..... Ben King - Date: .....

**Biffa Environmental Municipal Services LTD**