



Parish Council Office
Mortimer Library
27 Victoria Road
Mortimer
Reading
RG7 3SH
☎ 0118 9331955

✉ the.clerk@stratfield-mortimer.gov.uk
Web: www.stratfield-mortimer.gov.uk

THE FAIRGROUND GROUNDS MAINTENANCE CONTRACT SPECIFICATIONS

Ref: 24/007 3a

The contract is for three years from 1st January 2025 to 31 December 2027 with the option to break at the end of each year.

A price for each of the items listed below for the site should be given.

A schedule of rates to cover labour and equipment and an indication of the annual uplift in price should also be given.

General requirements in respect of specification

1. Normally between March and October.
2. Tasks specified to be carried out 2 or 3 times a year, must be suitably spaced and meet with the Clerk's approval.
3. The Contractor will be responsible for reinstating any areas of grass, plants or property that are damaged.
4. During periods when ground conditions of any part of the site are too wet to cut without causing damage the Contractor shall cease grass cutting and inform the Clerk. The contractor to resume work as soon as possible and bring the grass to the specified standard.
5. Where moles are present, the contractor shall brush the mole hills into the sward before grass cutting commences.

Work specification for the maintenance of Mortimer Common Fairground and War Memorial

See document 24/007 3a 1.1 Fairground Grounds Maintenance Map

- Area A, the Grazing area (Excluding areas Bii & G):
Individual uncollected cut during the year, as requested by the Clerk.
- Area Bi, border of the grazing area adjacent to Windmill Road:
Cut back to the hedge to remove Poplar saplings.

- Area Bii, up to 7 metre border of the grazing area adjacent to the footpath and Hammonds Heath:
Year 1 left uncut; Years 2 & 3 one third cut annually in rotation with Area G, to form scallops, arisings removed.
- Area C, wildlife area:
One cut in September, rough cut by hand (hand lawnmower) and all arisings removed.
- Area D, the remaining recreation area and war memorial, excluding the cricket pitch and outfield (Area E), the woodland (Area F), but including the children's play areas, pond areas up to the car park and pathways through area C:
Mow as often as required to keep the grass 25mm-50mm. Strim up to fences, trees, the road edge, and equipment.
- Area G, boundary to the ecological strip of the grazing area r of the grazing area:
Year 1 left uncut; Years 2 & 3 one third cut annually in rotation with Area Bi and Bii, to form scallops, arisings removed. See note below in Key regarding Area G.
- Hedges and ditches along Windmill Road and Hammonds Heath and hedges on the western boundaries:
Annual cut in October.

The Plan

The areas referred to above are shown on the attached plan. It is important to note that the plan is indicative only and should not be relied on to price this specification.

Key

Area A is the grazing area which is only cut when requested by the Clerk.

Area B is the border with Windmill Road which must be cut back to the hedge line to remove the Poplar saplings.

Area Bii are the scalloped edges to the grazing area which will be formed by adopting the specified cutting regime.

Area C is a wildlife area which is maintained to allow animals and reptiles to move between the two ponds.

Area D is the bulk of the fairground which needs to be cut to amenity standards. There are numerous items of play equipment etc. in this area.

Area E is the outfield to the cricket square and the square itself. The maintenance of this area does not form part of this contract.

Area F is rough woodland which borders Hammonds Heath. The maintenance of this area does not form part of this contract.

Area G is the boundary to the ecological strip of the grazing area. This does form part of the grazing area but has been shown separately in order to emphasise the need to carefully cut this area and not destroy the young hedging plants that exist here.

Area H is an ecological area. The maintenance of this area does not form part of this contract.

The Red dashes on the plan indicate paths through Area C which are cut to the same specification as for Area D

The Green wavy lines indicate the extent of the hedges that are to be cut.

IMPORTANT:

For information about contracting terms with SMPC:

<https://www.stratfield-mortimer.gov.uk/contracting-with-us>

Together with your quotation, the Parish Council will also require:

- details of staff qualifications (NPTC certification)
- confirmation of your employers and public liability insurance
- a method statement of how the works would be carried out in a safe manner, considering the nature of the site
- confirmation that the works would be complete within agreed timeframe
- relevant experience and references from people in the local area would be useful.

Quotations to be sent to: admin@stratfield-mortimer.gov.uk

Queries can be directed to email above or calling the office on 0118 933 1955.

A copy of the Council's Procurement Terms may be found at [Procurement Terms v2.0 Adopted 08-02-2024.pdf \(stratfield-mortimer.gov.uk\)](#)