



Kings Worthy Parish Council

Grounds Contract Specification

Published: 23 October 2017

All Areas including:

- Church Green (Map 1)
- Fraser Road (Map 3)
- Hinton Fields East (Map 5)
- Hinton Park (Map 7)
- Lovedon Lane Burial Ground (Map 9)
- Upper Broadview (Map 11)
- Eversley Park (Map 2)
- Fryers Close (Map 4)
- Hinton Fields West (Map 6)
- Kim Bishop Walk (Map 8)
- Lower Broadview (Map 10)

1. HEDGES, TREES and SHRUB PLANTED AREAS

- 1.0.1 To maintain to a standard that is visually attractive, aesthetically pleasing and maintained to as standard that reflect the primary purpose. This is to include the clearance of fallen leaves and this is to be carried out at least 4 times during the year.

1.1 WOODLANDS

- 1.1.1 To maintain all stated woodland areas in a safe manner and as prescribed within the specification.
- 1.1.2 Look after newly planted trees, including watering and replacing stakes/ties as necessary.
- 1.1.3 Maintain area around all trees and shrub plantings, dimensions to be approved, cutting by hand or strimmer. All works carried out in such a manner as to not cause damage to any tree. To avoid damage to tree bases a margin of 100mm of unstrimmed grass is required, which is to be controlled with the application of appropriate weed killer. Trees and other plants damaged as a result of incorrect strimming practice are to be replaced at the contractor's expense.
- 1.1.4 Any debris is to be removed from site.
- 1.1.5 Remaining vegetation to be cut using a rough-cut mowing machine or where appropriate by hand scythe.
- 1.1.6 All thicket works to be carried out on a minimum of two occasions a year.

1.2 HEDGES

- 1.2.1 All hedges are to be pruned to an A shape with the correct batter along all maintained faces.
- 1.2.2 The contractor will at all times provide a stable hedge which must be impenetrable where possible.

- 1.2.3 All cuts are to be clean; any ragged edges are to be removed using a sharp knife, except where side arm flail work is carried out.
- 1.2.4 Should the contractor believe he/she has been asked to do anything which, in his/her opinion, is detrimental to the hedge or any obstruction/safety hazard to pedestrians or vehicles, he/she must notify the Supervising Officer before commencing work.
- 1.2.5 The contractor will be required to leave hedge bases clean tidy and weed free on every occasion the hedge is cut and the contractor is to ensure such work is included in the contract value as no extra payment will be made for such works.
- 1.2.6 Where edges are maintained in turf at the hedge base the contractor must leave this edge neat.

1.3 DECORATIVE PLANTING

- 1.3.1 Carry out selective pruning of shrubs as and when required in order to avoid obstruction to pathways and gate access, windows and doors where appropriate.
- 1.3.2 Carry out hand weeding, as and when required to remove all weed growth from decorative planting.

1.4 MULCH COVER

- 1.4.1 The mulch cover must be retained during and following all operations.
- 1.4.2 Annual application of further mulching materials may be required in order to maintain the integrity of the mulch cover.

2. GRASSED AREAS

- 2.0.1 To provide a level, mown surface covered with dense growth of turf grass species free from pot holes, undulations or any obstructions that may cause injury to the user. Where large amounts of grass are cut, grass mowings must be evenly spread. A minimum of 16 cuts are to be carried out during the growing season.
- 2.0.2 The mower operator must, prior to mowing, pick up and remove from site any debris. Any debris allowed to pass through the mower must further be removed.
- 2.0.3 Particular care must be taken when mowing near members of the public, animals or parked cars.
- 2.0.4 Strimming - Avoid damage to plants when cutting grass and weed growth around them. To avoid damage to tree bases and demarcation posts, a

margin of 100mm of unstrimmed grass is required, which is to be controlled with the application of appropriate weed killer. Trees, demarcation posts and other plants damaged as a result of incorrect strimming practice, will be replaced at the contractors cost.

- 2.0.5 Necessary care should be taken to avoid injury or damage to surrounding people and property and adequate protection must be worn whilst strimming.
- 2.0.6 Any damaging pests and/or disease that would be detrimental to the grass surface are to be reported by the contractor to the supervising officer, as soon as possible.

2.1 WILDFLOWER AREAS

This area should be cut twice a year as agreed by the supervising officer.

2.2 ROUGH GRASS AREAS

- 2.2.1 All briar, tree sucker growth, pests and diseases, and other pernicious weeds are to be controlled and regulated.
- 2.2.2 All arisings are to be removed from site.

2.3 DOG WALK AREA

- 2.3.1 The designated walkway will be maintained free from obstruction from adjoining plantings, with a minimum width of 1100mm.
- 2.3.2 Works to restrict such growth and other works necessary to maintain unhindered access through the walk to be carried out on request from the Supervising Officer.

2.4 FENCING

- 2.4.1 Maintain and cut back to ground level all extraneous grass and weed growth around fence posts and below fence lines, remove debris from paths, avoid damage to fencing, bollards and other wooden structures. Fencing damage as a result of incorrect practice is to be repaired at the contractors expense.

2.5 BURIAL GROUND

- 2.5.1 When total settlement of established burial sites has taken place (after a period of 18 to 24 months), said burial sites are to be reinstated to surrounding surface levels by way of removal/addition of top soil and laying of new turf, if required.
- 2.5.2 The compost bins are to be checked on a monthly basis and the contractor will use any compost of an acceptable quality.

2.6 COMMUNITY ORCHARDS

- 2.7.1 The ground surrounding the orchard trees is to be kept clear of all fallen fruit, which is to be removed from site and disposed of appropriately.

3. PLAYGROUND EQUIPMENT/EXERCISE EQUIPMENT/ALL WEATHER PITCH

- 3.0.1 Within the schedule are play areas containing items of play equipment. Care is to be taken that no damage is caused to the play equipment, or associated surfacing. Any damage caused by contractor is to be replaced at the contractors cost.

3.1 HARD SURFACED AREAS

- 3.1.1 To provide safe and clean pathways on Kings Worthy Parish Council Land, free from weed growth, moss, hollows or any other hazard that may cause injury to the site user(s)
- 3.1.2 Carry out safety inspection weekly to all paved access ways. Any hazardous surfacing is to be reported to the Supervising Officer. Access ways considered to be hazardous and unsafe to be closed to public use immediately and the item reported immediately to the Supervising Officer.
- 3.1.3 Debris arising as a result of grass cutting is to be swept and cleared from site.
- 3.1.4 At the time of inspection, the surface is to be swept to remove any litter, glass or other injurious debris. Such debris to be removed safely off site immediately.

3.2 LITTER BINS AND INJUROUS MATERIALS

- 3.2.1 Litter Bins are to be inspected for damage/defects and emptied on a weekly basis. Hazardous and injurious materials are to be removed or made safe at the time of inspection.
- 3.2.2 Bins to be thoroughly cleaned inside and out on a 6-monthly basis.

4. SPORTS PITCHES

- 4.0.1 To provide a level, true and well drained surface covered with dense growth of turf grasses, free from potholes and any obstruction that

would, at the end of each weekly inspection, deflect the ball from its intended path or cause injury to players.

4.1 MAINTENANCE THROUGH THE PLAY SEASON

- 4.1.1 Mowing – maintain the cut height at between 50mm to 65mm.
- 4.1.2 Verti-Draining – is to be carried out twice a year.
- 4.1.3 Divot repair – is to be divot repair to be carried out weekly.
- 4.1.4 Maintain goalmouths – is to be hand forked following heavy wear.

4.2 MARKING OUT OF PITCHES

- 4.2.1 Marking out must be in strict accordance with the requirements set down by the Football Association. No deviation will be accepted. All right angles are to be accurate, ninety-degree angles and each circle or part of a circle is to be of the correct radius. Inaccurate marking out is to be rectified at the contractors cost.
- 4.2.2 Penalty and centre spots are to be marked circular with a paint brush.
- 4.2.3 All lines to be marked out are to be mown prior to white lining and lines then located in the centre of the mown strip.
- 4.2.4 All line markings, for the purposes of football pitch white linings, must first be close mown using a rotary mower with grass box fitted or lines brushed. All arisings to be removed from site. Lines must be accurate and clearly visible to players.
- 4.2.5 Using a transfer wheel or similar wet line marker, mark out the facility. Use only mixtures of water and whiting, or other suitable proprietary product and ensure that the mixture used is non-toxic to both humans and animals.
- 4.2.6 Markings are to be maintained by re-marking fortnightly. During periods of inclement weather, the football pitches are to be over marked in the areas where lines have become obscured, i.e. penalty areas, goal area and centre circle.
- 4.2.7 Respect lines to be marked out as per Football Association regulations.
- 4.2.8 Mark out bowlers' crease for the cricket strips on a fortnightly basis during the playing season.

4.3 END OF SEASON RENOVATION

- 4.3.1 The contractor is to advise as to what end of season pitch renovations are recommended before any renovations works take place. If additional

costs will be incurred in carrying out these works, then agreement must be sought from the Supervising Officer before proceeding.

- 4.3.2 All operations must be executed in an approved manner using skilled labour.
- 4.3.3 The client is to inform the contractor of the date of pitch closure, at least two weeks in advance.
- 4.3.4 As soon as possible following the final match and no later than within one week of the final match, dismantle the goal posts and net supports.
- 4.3.5 Store all equipment as directed.
- 4.3.6 Make safe all goal post sockets with the covers provided.
- 4.3.7 As soon as possible following the final match and no later than within three weeks, all pitches are to be renovated. Any worn areas, including the goalmouths and centre circle are to be reseeded, or under certain circumstances, turfed. Turfing, where necessary to be as an additional cost which must be agreed by the Supervising Officer.

Relief of deep compaction to goal areas to be carried out when specified. Full renovation of goal areas and subsequent maintenance to the standard as prescribed is a critical key result area.

- 4.3.8 Sandy loam is to be added to the goalmouths, centre spot and penalty spots, to restore the level to that of the surrounding surface. The surface of these areas is to be broken up to a depth of 50 mm only. Add top soil to a sufficiently higher level than the surrounding surface to allow light consolidation. After consolidation, the surface is to be lightly raked to achieve levels consistent with the surrounding surface and to provide an approved tilth ready for seed sowing. Irrigate goalmouths, centre spot and penalty spots, to maintain growth as necessary.
- 4.3.9 Sow grass seed a rate of 45gms. M/sq. and lightly rake in to the surface of the pitches.
- 4.3.10 Grass seed used must consist of a blend of short leaved, sports turf Rye Grass, as approved by the Supervising Officer.
- 4.3.11 Where no additional soil is required, reseeding is to be carried out at a rate of 35gm m/sq. and not at right angles.
- 4.3.12 Where turfing is required, the surface is to be prepared as for seeding, but to allow turf to be laid with its surface 15-20mm higher than the surrounding surface levels. This is to allow for settlement.

- 4.3.13 On the first two occasions, the mowing of the renovated areas, seeded or turfed, is to be carried out using a pedestrian-operated mower. When the grass has reached a height of 50-75mm, it is to be cut to a height of 30-50mm, removing approximately one third of the growth in height. Cuttings are to be removed from site.
- 4.3.14 All other grass areas to be cut between 37-50mm.
- 4.3.15 Apply fertilizer three times, as per the latest regulatory standards. The contractor is to advise if any additional applications are required, which would be at an additional cost to the Parish Council.
- 4.3.16 Application of fertilizer – No local concentrations of fertiliser deposits are acceptable and the operator must ensure overall evenness of application.
- 4.3.17 Fertiliser is to be applied when ground is moist and rain imminent and never during periods of drought.
- 4.3.18 Fertiliser falling on to paved areas must be removed immediately. Empty bags must be removed from the site.

4.4 SUMMER SEASON MAINTENANCE

- 4.4.1 To follow post season renovation.
- 4.4.2 Maintain the height of grass mowing to between 50mm to 65mm. Mown clippings are to be spread evenly on the surface. Include spring sown grass.
- 4.4.3 Apply irrigation to re-seeded areas to maintain active growth.
- 4.4.4 Seeded areas remaining bare to be lightly pricked over to a depth of 6mm and over seeded using the specified seeds mixture.

4.5 PRE-SEASON MAINTENANCE

- 4.5.1 The Supervising Officer will inform the contractor as to when the season is to commence.
- 4.5.2 Mowing, gradually reduce height of cut by the start of the season to 50mm to 65mm.
- 4.5.3 Locate, site and square pitches; allowing for movement each year to distribute wear areas further, where space allows, pitches are to be located in such a way as to allow lateral movement in order to facilitate wear and recover of worn areas.

- 4.5.4 Close mow line markings in advance of marking out to allow new, close mown areas to green up. Mark out as specified.

5. SIGNS

- 5.0.1 The contractor's vehicle will carry magnetic signs which shall be provided by the Parish Council.